

## Position: Resource Person (Admin/Account)

<b>Post</b>	<b>Age</b>	<b>Minimum Edu. Qualification</b>	<b>Experience in Year</b>	<b>Experience in</b>	<b>Remuneration per month</b>
Resource Person	Below 35 Years  (Age can be relaxed for deserving candidates)	B. Com/ M.Com from a recognized university or equivalent with working knowledge of computer preferably NIELIT 'CCC' of higher certification	3-5 years preferably in a Govt. set up	Managing account of the Organization; Preparing Budget estimates, Financial Statements etc.; GST rules, calculations, filing etc.; Bank payments Computing taxes, profits/ losses etc.; Preparation of UCs etc.	Rs. 30,000/- to 38,000/- depending upon qualification and experience