



राष्ट्रीय उर्दू भाषा विकास परिषद्
قومی کونسل برائے فروغِ اردو زبان

National Council for Promotion of Urdu Language

Ministry of Human Resource Development
Government of India
Farogh-e-Urdu Bhawan·FC-33/9, Institutional Area,
Jasola, New Delhi-110025. Ph.:49539000

ADVERTISEMENT NOTICE

This Council, an autonomous body, is proposing to prepare a panel of Internal Auditor from the retired Audit Officers of the office of CAG/DGACE. The interested candidates retired from the post of Senior Audit Officer/Audit Officer/Assistant Audit Officer may submit the scan copy of their bio-data on jaao.ncpul@gmail.com on or before 30.06.2020. The scope of work/duty to be performed during engagement as internal auditor will be as under:-

- Preparing of Annual Account on the approved format as per the sample of compiled accounts of the year 2018-19 available on NCPUL's website www.urducouncil.nic.in.
- Scrutiny of all financial files whenever referred before seeking approval of the competent authority.
- Handling all correspondence and audit related matters.
- Carryout audit of all internal sections dealing with various schemes/works.
- Any other financial matter referred time to time.

Candidate should have sound health and below prescribed age. Fix consolidated salary and leave will be applicable as per NCPUL norms.

Director reserve rights to accept and reject any application without assigning any reason.

Director, NCPUL