

Prasar Bharati
India's Public Service Broadcaster)
Prasar Bharati House, Copernicus Marg,
New Delhi-110001

NOTICE INVITING APPLICATIONS

No.[E 182830]A-10/016/18/2023-TM&SO

Date: 09.11.2023

Subject: NIA for engagement of Senior Manager (Account)/Sr. Consultant/Advisor on full time contract basis at Prasar Bharati, New Delhi - reg

Prasar Bharati invites applications from experienced and dynamic persons for engagement as '**Senior Manager (Account)/Sr. Consultant/Advisor** in Budget & Accounts Section of Prasar Bharati on full-time contract basis, based at New Delhi for the following position:

- 1. Category** : Senior Manager (Account)/ Sr. Consultant/Advisor
- 2. No of Positions** : 3 Nos.
- 3. Place of Work** : One each at Prasar Bharati Sectt., DG: Doordarshan, DG: Akashvani.
- 4. Duration of engagement:** One Year
- 5. Eligibility:-**

i. **In case of private person:**

Qualification	i. Chartered Accountant/ Cost & Management Accountant. ii. Working Person from Private sector with minimum experience of 5 years in a Listed Company or Public Limited Company having minimum paid up capital share of 10 Crore and minimum Turnover of Rs. 500 Crore with overall experience.
Experience	With minimum 10 years of experience in commercial accounting & preparation of accounts, financial Planning/management. Applicant should have good problem solving skills & decision making ability along with good time management skills. Applicant should have a firm grasp of the fundamentals of budgeting, analysis, compliance, risk management and accounting principles and taxation.
Consolidated remuneration	Rs.1,91,000/- (One Lac Ninety one thousand) per month fixed remuneration will be paid.
Age Limit	Below 45 yrs of age as on date of publication.

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ii. **In case of retired person with pension :-**

Qualification	<p>i. Chartered Accountant/ Cost & Management Accountant .</p> <p>ii. A person who has retired at the Level 13 or above as per 7th CPC, from the Central government offices or Autonomous bodies under Central government following CDA pattern.</p>
Experience	With minimum 10 years of experience in commercial accounting & preparation of accounts, financial Planning/management. Applicant should have good problem solving skills & decision making ability along with good time management skills. Applicant should have a firm grasp of the fundamentals of budgeting, analysis, compliance, risk management and accounting principles and taxation.
Consolidated remuneration	A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of contract. There will be no annual increment/percentage increase during the contract period. The remuneration of retired government employee at the time of their engagement/ renewal of contract shall be regulated in concurrence with OM of Department of Expenditure, Ministry of Finance vide file no. 3-25/2020-E.IIIA dated 09.12.2020.
Age limit	Below 62 yrs as on date of publication.

iii. **In case of retired person without pension :-**

Qualification	<p>i. Chartered Accountant/ Cost & Management Accountant .</p> <p>ii. A person who has retired at the Level 12 (PB-III) or above as per 7th CPC or equivalent, from the Central government offices or Autonomous bodies or PSUs under government.</p>
Experience	With minimum 10 years of experience in commercial accounting & preparation of accounts, financial Planning/management. Applicant should have good problem solving skills & decision making ability along with good time management skills. Applicant should have a firm grasp of the fundamentals of budgeting, analysis, compliance, risk management and accounting principles and taxation.
Consolidated remuneration	Rs.1,91,000/- (One Lac Ninety one thousand) per month fixed Remuneration will be paid.
Age limit	Below 62 yrs as on date of publication

6. **Essential & mandatory requirements:-**

- a. **Applicant has to submit self written (original) Essay (Minimum 1000 words) on topic "Best Financial & account Practices of leading**

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broadcasting Company of world and their adoption in Indian Context". This essay should clearly mention the sources/references used in the document and if Plagiarism is detected than the application will be rejected. The application without this essay will be summarily rejected. The essay need to be sent on email hrcpbs@prasarbharati.gov.in with application no., date of final submission, name, address, mobile no, applicants email.

- b. Applicant should have good working knowledge of Modern IT based Accounting Practices/software e.g. ERP/SAP etc. As he/she will have to act as domain expert team for the procuring, tendering, designing of scope of work, structure, flow and reports for the future of finance & account software in case of both in-house or outsource software. Applicant should be well versed with the reporting formats, industrial practices and modern/futuristic road maps of finance/accounting.
- c. Applicant should have experience to handle & conduct various types of Audit e.g. Performance Audit, Compliance Audit, Risk based Audits.
- d. Person should have excellent drafting ability to prepare lengthy zero draft single handily and present them to management related to modernization/policy of finance and account of organization.
- e. Person should be able to handle the implementation of new Policy/initiatives efficiently. Thus, excellent proven leadership skills to manage manpower & projects like lead/implementation/design of new SAP/ERP based finance systems is essential part of eligibility.
- f. Person should have positive and hard working attitude to take new challenges and zeal to build team and motivate their subordinates. He should be good eyes for identification of faults/problems and ability to resolve them. This job requires extensive coordination through all means of communications including emails, Telephones and other social media means. He should have problem solving attitude, decision making ability, and better time management skills.

7. Nature of duties:-

- a. Preparation / consolidation of all Accounting records for Annual accounts. Collection of details of Assets and Liability information's from all offices under their Head Quarter domain. Coordination, facilitation, guidance, planning organization for making state level of accounts. Coordination for auditing of the Annual Accounts of Prasar Bharati.
- b. Planning for efficient monitoring, reporting, and upkeep of financial and accounting records (including earnings, revenue, assets, expenditure & payment, liabilities and loans), information including drafting templates and format. Imparting Training and organizing meetings/conferences in related matters.
- c. Flagging risks related/affecting to finance, accounting & investment of organization.
- d. The job also requires touring to setups of Prasar Bharati situated across India for audit and training purposes. Thus, Applicant should have good physical fitness.


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8. The terms & conditions of engagements are as given under:

- a. The services will be purely on contractual basis. The persons engaged shall have no claim either implicit or explicit, for his/ her absorption or regularization in Prasar Bharati.
- b. The person will be engaged on full time basis and will not be allowed to take up any other assignment during the period of contractual engagement.
- c. Persons engaged on contract basis can be assigned additional task apart from the specific tasks for which they are engaged.
- d. Period of engagement shall initially be for One year which may be extendable based on requirement of the organization and performance review.
- e. The engagement can be discontinued/ terminated with one- month notice or one month's salary in lieu thereof by either side without assigning any reason.
- f. No claim of pensionary benefit on account of this contractual engagement shall be admissible.
- g. Prasar Bharati reserves the right to conduct test and/ or interview of the shortlisted candidates. No TA/DA etc. will be paid for attending the test/ interview.

9. Applicants who are already working or worked in past in Prasar Bharati will not be eligible for this Position.

10. Those candidates who are eligible and willing to work on above terms & conditions in Prasar Bharati, having requisite qualification and experience indicated above **may apply online on Prasar Bharati weblink <http://applications.prasarbharati.org/> within 15 days from the date of publication in PB Website** along with self attested copies of supporting documents. In case of any difficulty in submission it may be emailed to hrcpbs@prasarbharati.gov.in along with screenshot of error. **Application(s) received through any other mode will not be considered.**


(Girish Kumar)
Dy. Director (TM&SO)

To,

- (i) Director (PBNS) – with a request to upload this circular on the Prasar Bharati website upto the date indicated in para 10 above.
- (ii) DDG(Tech), PB Sectt. – with a request to host this circular on the Prasar Bharati e-office notification.