



INSTITUTE OF LIFE SCIENCES

(An Autonomous Institute under the Dept. of Biotechnology, Ministry of Science & Technology, Govt. of India) NALCO Square, Bhubaneswar 751023, India

Advt. No. 44/2024

Date: 23.10.2024

Institute of Life Sciences (ILS), Bhubaneswar, an autonomous Institute of the Department of Biotechnology, Ministry of Science & Technology, and Government of India is an emerging multidisciplinary institute engaged in advanced research invites applications from Indian Nationals to join in the following posts in SERB sponsored projects.

Principal Investigator: Dr. Debasis Dash, Director ILS, Bhubaneswar

Project Title: “Promoting Bio entrepreneurship for Addressing Societal Needs” under BioNest BIRAC.

Project duration: 1.5 years

Name of Post	Assistant Project Personnel - Finance & Accounts.
Number of posts	01
Upper age limit	35 years
Remuneration	40000/- per month (consolidated)
Eligibility criteria Essential qualifications	B.Com with a minimum of 7 years of experience in government project accounts or MBA – Finance with knowledge in government project accounting.
Job requirement	Roles & Responsibilities <ul style="list-style-type: none">• Processing accounting transactions using tally software.• Preparing SoE & UC and other financial MIS for higher management and funding agencies.• Updating the books of project accounts.• Payment processing in PFMS, Updating transaction in EAT Module• Preparing periodic bank reconciliation statements.

Application process: Through online from the ILS website (ils.res.in)

Interested/eligible candidates may apply ONLINE through the link provided at institute website (www.ils.res.in).

Selection will be carried out through application screening, followed by a walk-in interview process.

Date of Walk-in- interview (Hybrid i.e. Online/ Physical): 29-10-2024, 10:30 AM to 05:00 PM only.

Venue: Institute of Life Sciences, Nalco Square, C.S. Pur, Bhubaneswar

All the positions are purely temporary and co-terminus with the project timeline. No TA/DA will be paid for attending the interview. The decision of the Director regarding the selection of candidates will be final and no further correspondence will be entertained in this regard.

Note: All communication will be through e-mail. No separate call letter will be issued to the candidates.

Administrative Officer/-