



**Department of Sociology  
Faculty of Social Sciences  
South Asian University  
New Delhi**



**Vacancy for Accountant**

Department of Sociology, South Asian University in collaboration with Rosa Luxemburg Stiftung (Germany) invites application for the following posts:

**1. Accountant:** Position will be based in Delhi

**Essential Skills and experiences:**

- The candidate must have experience of carrying out accounting related to project activities and be able to work with an international agency.
- The candidate must be able to work in Excel and Tally accounting software.
- S/he should be fluent in English and Hindi (written as well as oral expression)
- S/he will report to the coordinator of the project and will also be required to communicate with the University administration as well as the funding agency.
- S/he will be carrying out all other duties as required to facilitate smooth implementation of the project.
- The task will be explained by the project coordinator from time to time and as when required
- Must have M.Com degree with an experience of one year.
- Must possess high level capacity and experience in managing large budget and complex projects.
- Must be a team player.

**2. Nature of Work:** Project Accountant will be based at SAU, New Delhi and shall work under the guidance and supervision of the Project Coordinator. As this is a full-time position, s/he cannot hold any other job/assignments during this assignment.

**3. Duration of Work:** The incumbent would be appointed for eleven (11) months.

**4. Salary:** There is a provision for monthly stipend. An amount of INR 35,000/- per month would be provided.

**5.** Interested candidates may apply to [marxistschool2014@gmail.com](mailto:marxistschool2014@gmail.com)

1. Detailed CV
2. One-page Statement of interest on why do you want to take up this assignment

**6. Applications must reach the office by 17<sup>th</sup> January, 2016.**

Sd/-  
Ravi Kumar  
Project Coordinator