



**SOCIETY FOR TRIPURA MEDICAL COLLEGE &  
Dr. B. R. AMBEDKAR MEMORIAL TEACHING HOSPITAL**  
(Registered under Societies Registration Act, 1860 having Registration No.5770 of 2009)  
Hapania, Agartala- 799 014, West Tripura  
Telefax :- 0381-237-3143/237-6657/237-4144, Website :- www.tmc.nic.in Email :- tmc.agt@gmail.com

No.F.1.HR/APPT-ADM-14/SFTMC/SFTMC/09/3472

Dated: 15/06/2017

### EMPLOYMENT NOTIFICATION

Applications in plain paper with full Bio-Data are invited from the eligible retired Government officer not exceeding 62 years of age for the post of 1 (one) Accounts Officer in the Society for Tripura Medical College & Dr. BRAM Teaching Hospital, Hapania, Agartala on contractual for a period of 1(one) year subject to renewal by the Society. Applications should reach to this office by 26<sup>th</sup> June; 2017.

Sl. No.	Name of the post	Eligible criteria	Contractual monthly remuneration
01	Accounts Officer	Graduate in any branch from a recognized university with minimum 05 years experience in a supervisory cadre. <b>Desirable:</b> Passed SAS examination conducted by an organized accounting authority. <b>Experience:</b> (a) The candidate must have 3 years experience in commercial accounting with computer knowledge in Tally or other accounting package, (b) The candidate should have experience in dealing with realization of Tax elements from bills and to arrange deposit of the same into Govt. account, (c) Should be experienced in dealing with EPF matters, (d) Should be experienced in dealing with C & AG's audit related matters, dealing with statutory auditors, arrange furnishing IT returns and all other IT related matters, (e) Should be experienced in dealing with Internal audit, (f) Should be experienced in dealing with legal matters,	Rs.25,000/-

General Manager (HR)  
Society for Tripura Medical College &  
Dr. BRAM Teaching Hospital  
Hapania, Agartala