



National Institute of Agricultural Extension Management (MANAGE)
(An Autonomous Organization of Ministry of Agriculture & Farmers Welfare,
Government of India)

Rajendranagar, Hyderabad - 500 030

**Vacancy for the position of MANAGE Consultant (Finance) (Contractual)
in the Centre for Agri. Extn. Policy, PPP and International Centre of Excellence
in Agricultural Extension**

MANAGE invites applications from eligible candidates for the position of “**Consultant (Finance)**” in the **Centre for Agri. Extn. Policy, PPP and International Centre of Excellence in Agricultural Extension** on contractual basis. Broad terms & conditions are given below:

Name of the post	Consultant (Finance)
Number of positions	One (01)
<u>Qualification</u> : Essential :	M.Com (Accounting)/ MBA (Finance) from a recognized university; or ICWA (Inter) or CA (Inter)
Desirable :	i. Proficiency in MS Word/ Excel/ Power Point and Accounting Packages; ii. Work experience in Central Government/ Central Autonomous Bodies related to finance and accounts.
Skills Required:	i. Excellent communication skills; ii. Proficient in computer skills and Database management; iii. Ability to coordinate with various partner institutions and resource persons; and iv. Ability to work in team and travelling on need basis.
Age	Not more than 35 years on the date of advertisement
Job Description	1. Maintaining Accounts Registers for DAESI, Research Projects and Training programmes of the Centre; 2. Release of funds to SAMETIs, obtaining Monitoring Charges and Audited Utilization Certificate from training institutes; 3. Verification and settlement of travel bills of National Facilitators and Staff working in the Centre; 4. Assistance in auditing of financial records; 5. Coordination with training facilitators, NTIs and State Agricultural Management and Extension Training Institutes (SAMETIs); 6. Monitoring the implementation of DAESI programme as per the guidelines; and 7. Any other activities assigned by the Centre Head.
Place of work	MANAGE, Hyderabad

Duration of Assignment	Initially for a period of one year, extendable further purely based on performance
Remuneration	Consolidated remuneration of Rs.45,000/- per month
TA/DA for field visits	As per extant norms of MANAGE
Last date for application	September 20 , 2025
Tentative date of Interview	Second Week of October
Selection Process	In case of a large number of applications, the Institute shortlists the candidates as per the extant norms, and the Aptitude Test/interview date, time, and venue will be communicated to short-listed candidates only. No TA / DA will be paid to the short-listed candidates for attending the selection process.

Uploading of all relevant documents is compulsory in the prescribed format in the Google Form, failing which the application will not be considered.

Eligible candidates may please click on the link below to apply on or before September 20, 2025, 24.00 hours (Midnight).

Link: <https://forms.gle/QpCQRYGepBFtWpiZ9>

MANAGE reserves the right to recruit or cancel the above mentioned position, without assigning any reasons in this regard.