

No. KUDSIT/59/AD AIII/2026

Dated: 08.10.2026

NOTIFICATION

The Kerala University of Digital Sciences, Innovation and Technology invites applications from eligible and qualified candidates for appointment to the post of Finance Officer on deputation basis. Applications are invited from eligible officers working in Government Secretariat/Public Sector Undertakings (PSUs)/Government Undertakings for appointment on deputation basis, subject to the approval of the competent authority and in accordance with the applicable rules and regulations.

The Finance Officer shall be appointed for a period of four years from the date of appointment as per the terms and conditions prescribed under the regulations of the University. Interested and qualified candidates may submit their applications online through the University's Recruitment Portal. Detailed guidelines regarding the submission of applications are available on the Recruitment Portal.

DETAILS OF POST, QUALIFICATION, EXPERIENCE ETC. REQUIRE.

Job code	FO/92026/59
Name of Post	Finance Officer
No. of Vacancies	1 (One)
Scale of Pay/Pay Band/ Grade Pay	Level 13 A1 of the Pay Matrix
Age	The maximum age limit for this position at the time of application will be 56 years.
Essential Educational Qualification	CA from the Institute of Chartered Accountants of India or CMA/ICWAI from the Institute of Cost Accountants of India.
Essential Experience	Minimum 8 years' post-qualification experience in finance, accounts, or financial administration in Central/State Government, Public Sector Undertakings, Universities, Autonomous Bodies, or similar organizations. Experience in computerized accounting systems, ERP-based financial management systems, budgeting, financial reporting, and statutory compliance.

Job Requirement	Overall financial planning, budgeting, and fund management of the University, Preparation and monitoring of annual budgets, financial statements, utilization certificates, and other financial reports, Ensuring compliance with statutory provisions, Government rules, accounting standards, audit requirements, and financial regulations, Management of accounts, treasury, grants, endowments, and externally funded projects, Liaison with auditors, Government departments, funding agencies, banks, and regulatory authorities, Advising the University authorities on financial planning, risk management, internal controls, and cost optimization, Oversight of procurement, contracts, financial controls, and related statutory compliance, Supervision and capacity building of finance and accounts personnel, Performing such other duties as may be assigned by the competent authority.
Desirable Competencies	Thorough knowledge of Government financial rules, accounting standards, and audit procedures, Leadership, decision-making, and strategic planning abilities, High standards of integrity, analytical capability, and professional ethics, Excellent communication, coordination, and interpersonal skills Proficiency in ERP-based financial management systems and computerized accounting.
Nature of Appointment	Deputation Basis

Mode of Selection: The selection will be based on an Interview

Venue of Test/Interview: The Interview will be conducted in Thiruvananthapuram district only.

Job Location: Thiruvananthapuram

General Instructions

1. Scanned copy of the documents to prove age, qualifications, experience, etc. should be uploaded along with online application and originals to be produced as and when called for. **Applications without attaching the above documents shall be summarily rejected.** No further chance will be given for submitting the same.
2. Candidates, who are in the service of the Government of India or any of the State Governments, etc. while applying, should obtain a No Objection Certificate from their Head of Office or Department and keep it with them. If candidates fail to produce the No Objection Certificate as and when called for, his/her candidature



will stand cancelled.

3. Candidates should ensure that the particulars furnished by him/her are correct in all respects. Anything not specifically claimed in the application against the appropriate field will not be considered at a later stage. No deviation whatsoever from the filled in data will be entertained. In case it is detected at any stage of the recruitment that a candidate does not fulfill the eligibility norms and /or that he/she furnished any incorrect/false information or has suppressed any material fact, his/her candidature will stand cancelled. If suppression of material facts or furnishing of any incorrect/false information is detected even after appointment, his/her service is liable to be terminated.
4. In case any discrepancy / ambiguity in the process of selection, the decision of the University shall be final and binding.
5. Applications submitted without fulfilling the eligibility and other norms mentioned in this Notification as well as the instructions published in the Recruitment Portal of the University will be summarily rejected.
6. Canvassing in any form will entail the cancellation of candidature.
7. The application shall be accompanied by No Objection Certificate (NOC), Vigilance Clearance, Integrity Certificate, Certificate indicating that no disciplinary or criminal proceedings are pending or contemplated, and attested copies of APARs/ACRs for the preceding five years, wherever applicable.

How to Apply:

1. Applications shall be submitted online latest on **31.10.2026**. The application form is available at <https://www.duk.ac.in/careers>.
2. The applications received after the last date fixed or the incomplete applications or the applications without filling the relevant field will be summarily rejected.
3. No interim queries after the submission of the application will be entertained. The candidates will be intimated the schedule of the Test/ Interview through their registered email only.
4. The candidates are advised to check their registered e-mails regularly after the last date fixed for the submission of the application.
5. The University has the right to cancel the advertisement or entire selection process at any stage without assigning reason thereof and the decision of the University shall be final.

Registrar

* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.

