

**Application are invited for the Posts of Accountant & Accounts Assistant**  
**Last date for submission of application: 30.06.2014**

**Name of Post** : Accountant  
**Pay Scale** : Rs. 9300-34800-4600 GP  
**Total No. of Posts** : 49

**Requirement**

Accountant	No. of Posts
General	14
SC	7
Ex-Serviceman (SC)	1
Outstanding (Sports) (SC)	1
BC-A	5
Ex-Serviceman (BC-A)	2
Outstanding (Sports BC-A)	1
BC-B	4
Ex-Serviceman (BC-B)	1
SBC	5
EBP	5
Ex-Serviceman (General)	3
<b>Total</b>	<b>49</b>

**(a) Qualification & Experience**

- i) B.Com 1st Division with five years experience OR Chartered Accountant (Intermediate) PCC with 5 years experience.
- ii) Hindi/Sanskrit upto Matric standard or higher education.
- iii) Written Test as prescribed by Authority.

**Name of Post** : Account Assistant  
**Pay Scale** : Rs. 9300-34800-3200 GP  
**Total No. of Posts** : 57

**Requirement**

Accountant Assistant	No. of Posts
General	16
Ex. SER (Gen.)	04
EBP	06
S.C.	09
Ex. Ser. Man (SC)	01
BC (A)	06
Ex-Serviceman (BC-A)	02
SBC	05
BCB	04
Ex-Ser. (BCB)	02
OSP (SC)	01
OSP (BCA&B)	01
<b>Total</b>	<b>57</b>

**(a) Qualification & Experience**

- i) B.Com 1st Division with one years experience OR Chartered Accountant (Intermediate) PCC.
- ii) Hindi/Sanskrit upto Matric standard or higher education.
- iii) Must have Computer knowledge of Tally & MS Excel Programmes from reputed Institute.
- iv) Written Test as prescribed by Authority.

**GENERAL CONDITIONS:**

- i. For general category, age limit shall be 17 years to 40 years the last date of receipt of application.
- ii. For reserve categories, age limit shall be 17 years to 45 years on the last date of receipt of application.
- iii. The application may be submitted on the prescribed application form which is available on the website of HUDA.

After scrutiny of the applications received in this office, all the eligible candidates will be called for written examination to be conducted by the Authority. If a large number of candidates qualify the written examination, merit-wise list of short listed candidates in the respective category shall be prepared and they will be called for interview as per criteria fixed/approved by Authority/Govt.

For more details, please Contact:  
 Website: [www.huda.gov.in](http://www.huda.gov.in)

Sd/- Chief Administrator,  
 HUDA C-3, Sector-6, Panchkula.