



CENTRE FOR ECONOMIC AND SOCIAL STUDIES

(Planning Dept., Govt. of Telangana & ICSSR-Ministry of Education, Govt. of India)
Nizamiah Observatory Campus, Begumpet, Hyderabad - 500 016, Telangana, India
Phones: 040-23416610-13, 23402789, 23416780
E-mail: post@cess.ac.in, Website: www.cess.ac.in

NOTIFICATION

Applications are invited from the retired Officials at Telangana Secretariat / HoDs preferably in the rank of Assistant Secretary / Assistant Director and above for the post of Administrative Officer in the CESS:

Remuneration payable	Upto Rs.50,000/- per month plus Rs.5,000/- towards conveyance allowance with Provident Fund contribution at the applicable rate
Age	62 years or below
Experience	(i) Knowledge of Service and Financial rules (GFR) in handling service matters of teaching and non-teaching staff and procurement and maintenance of Land and buildings; (ii) Liaison with Finance and Planning Departments of the Telangana Secretariat (iii) Handling estate matters etc.
Desirable	Having knowledge relating to legal matters, recruitments/reservation rules and handling RTI queries addressed by the public

Signed applications with brief Resume fulfilling the above requirements / terms and conditions should reach the Director, Centre for Economic and Social Studies (CESS), N.O.Campus, Begumpet, Hyderabad-500016 by post or Email to director@cess.ac.in on or before 5.00 PM on 26th November 2024.

12/11/2024


DIRECTOR

Director
Centre for Economic and Social Studies
Nizamiah Observatory Campus, Begumpet,
HYDERABAD-500 016, Telangana, India.