

Designation-Auditor :

Required experience:

5 to 10 years of relevant experience as Auditor in higher education institution sectors / related industry

Educational qualification:

Commerce graduate with ICWAI/CA/CS/Certification by IIA/ISACA/CISA.

Job description:

- a) To carryout audit including physical verification of different departments/ sections of Group of Institutes on regular intervals and submit report to the Authorities.
- b) To suggest ways and means for streamlining the process of receipt issuance and maintenance of stocks, machinery, equipment & other assets.
- c) To guide all departments/ sections to maintain correct records, registers & documents.
- d) To perform all other duties/ tasks as and when assigned to you from time to time.