

No. 2024/1995/HQ

Dated: 27/02/2024

### **NOTIFICATION**

**Kerala Institute of Local Administration (KILA)** invites **online applications** from eligible candidates for the following post(s) on permanent basis.

Sl No	Name of the Post	#Age limit	Qualification/Experience	Scale of Pay	No of Post
1	Internal Auditor	36	<ol style="list-style-type: none"> <li>1. Pass in CA/CMA</li> <li>2. Knowledge in Computerised Accounting/Finance.</li> <li>3. Knowledge in computerized system of accounting and finance</li> <li>4. 3 years experience post qualifying CA/CMA.</li> </ol>	35700-75600	1
2	Urban Fellow	39	<ol style="list-style-type: none"> <li>1. PhD/NET</li> <li>2. Post Graduate in (Urban/Regional) Planning/City Planning/Urban Policy/Urban Development or equivalent Social Sciences (relevant to Urban Development) from reputed institute.</li> <li>3. 3-5 years of relevant work experience with ability to demonstrate strong analytical skills and work across a range of relevant factors.</li> <li>4. Knowledge in climate change resilience and experience in working with large data sets is an added advantage.</li> <li>5. Ability to communicate clearly and sensitively with internal and external stakeholders. Good analytical and knowledge management skills, including writing and presentation skills.</li> <li>6. Skills in MS Office, relevant planning/implementation Tools. Relevant planning/implementation tools.</li> </ol>	15600-39100+6000 AGP	1

3	Lecturer- Rural Development	39	1. M.A /MSc. Degree in Social Science/Agricultural/Rural Development/Local Development/Local Governance & Development/Development Studies from recognized University or equivalent qualification. 2. Computer Knowledge is essential. Atleast 5 years teaching experience or trainer experience/ 5 years' experience secretary above in LSGD. 3. Preferable qualification: Research/Action Research in Decentralisation or Local Governance in Kerala or anywhere in India	35700-75600	1
4	Lecturer- Information Technology	39	B.Tech in Electronics and communications/IT/Computer Science / MCA (regular course) after graduation in Maths/ Science with mathematics as one subject. Preferable Qualification: M.Tech	35700-75600	1

\*\* Only post qualification relevant work experience of the candidate shall be considered.

# Age will be calculated as on 01/01/2024.

### **General Terms and Conditions:**

- Interested candidates may apply online through the website of KILA ([www.kila.ac.in](http://www.kila.ac.in)) on or before **21/03/2024 , 11.45 pm**
- Application Fee:
  - Urban Fellow:** The application fee shall be paid online using QR code/ Account details provided in the website at the rate of **Rs.1000/- (Rupees One Thousand Only)** for SC/ST category and **Rs.2000/- (Rupees Two Thousand Only)** for others.
  - Internal Auditor, Lecturer in Information Technology and Lecturer in Rural Development:** The application fee shall be paid online using QR code/ Account details provided in the website at the rate of **Rs. 500/- (Rupees Five Hundred Only)** for SC/ST category and **Rs.1000/- (Rupees One Thousand Only)** for others.
- Applicants who are employed on regular basis in Government/Quasi Government/State Autonomous Organization should produce NOC from present employer at the time of interview.
- Application fee is non refundable under any circumstances
- Canvassing in any form will be treated as disqualification.

6. No correspondence will be entertained from the candidates regarding short-listing, reasons for not being called for interview, selection or appointment.
7. Candidates selected are likely to be posted/transferred to any centres under KILA as per the requirement of the Institute.
8. Experience and qualification will be reckoned as on the last date of submission of application. Self-attested copies of all-important certificates and documents must be uploaded with the online application.
9. The statutory provision for relaxing of age prescribed in case of the candidates belonging to SC/ST/OBC categories will be made applicable to them.
10. Institute reserves the right not to fill up any of the vacancies advertised, if the circumstances so warrant. The Institute reserves the rights to withdraw the advertised post(s) at any time without giving any reason.
11. New Pension Scheme in accordance with the G.O(P) No.20/2013/Fin dated 07.03.2013, will be applicable with subsequent amendments made or will be made from time to time.
12. The Institute shall verify the antecedents or documents submitted by a candidate at any time at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has clandestine antecedents/background and has suppressed the said information, then his/her services shall be terminated.
13. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.
14. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
15. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualification laid down in the advertisement.
16. Application incomplete in any respect and not accompanied by relevant certificates/ documents/ photograph will be summarily rejected.



Director General

To,

1. System Administrator (To publish in the KILA website)
2. Notice Board

## അപേക്ഷകർക്കുള്ള പൊതുവായ മാർഗ്ഗ നിർദ്ദേശങ്ങൾ

1. 27-02-2024 ലെ [Lecturer in Information Technology](#) പോസ്റ്റിലേക്കുള്ള Notification പൂർണ്ണമായും പരിശോധിച്ച ശേഷം മാത്രം ഓൺലൈൻ അപേക്ഷയുടെ ഫീസ് അടച്ച് അപേക്ഷ പൂർത്തീകരിക്കുക
2. SC/ST വിഭാഗം ഒഴികെയുള്ള ഉദ്യോഗാർത്ഥികൾ ചുവടെയുള്ള UPI QR CODE ഉപയോഗിച്ച് 1000 രൂപ (Non Refundable) കിലയിലേക്ക് അടച്ച ശേഷം ലഭിക്കുന്ന Screenshot ഓൺലൈൻ അപേക്ഷയോടൊപ്പം സമർപ്പിക്കേണ്ടതാണ്.

Merchant DIRECTORKERALA  
Name : INSTITUTE OF LOCAL  
ADMINISTRATION

UPI ID : kilaathani@sbi



3. SC/ST വിഭാഗത്തിലെ ഉദ്യോഗാർത്ഥികൾ ചുവടെയുള്ള UPI QR CODE ഉപയോഗിച്ച് 500 രൂപ (Non Refundable) കിലയിലേക്ക് അടച്ച ശേഷം ലഭിക്കുന്ന Screenshot ഓൺലൈൻ അപേക്ഷയോടൊപ്പം സമർപ്പിക്കേണ്ടതാണ്

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4. ഓൺലൈനിലൂടെ മാത്രമായിരിക്കും അപേക്ഷയും ഫീസും സ്വീകരിക്കുന്നത്. അപേക്ഷയിലെ അപാകതകളോ ഫീ പെയ്മെന്റിലെ അപാകതകളോ അപേക്ഷ നിരസിക്കുന്നതിന് കാരണമാകും എന്നത് ശ്രദ്ധിക്കേണ്ടതാണ്
5. UPI Transaction ഉപയോഗിച്ച് അപ്ലിക്കേഷൻ ഫീസ് ഒടുക്കിയ ശേഷം ഓൺലൈനായി അപേക്ഷ സമർപ്പിക്കുന്നതിനായി <https://www.kila.ac.in/lit/> എന്ന പോർട്ടൽ സന്ദർശിക്കേണ്ടതാണ്