

No. KUDSIT/59/AD AIII/2026

Dated: 04.03.2026

NOTIFICATION

The Kerala University of Digital Sciences, Innovation and Technology invites applications from eligible Indian citizens for appointment to the following positions on a deputation basis. 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	CFO/12026/59
Name of Post	Chief Finance Officer
No. of Vacancies	1 (One)
Scale of Pay/Pay Band/ Grade Pay	Level 14
Age	Below 55 years
Essential Educational and Other Qualification	<ol style="list-style-type: none">Chartered Accountant from the Institute of Chartered Accountants of India (ICAI)Minimum 15 years of relevant professional experience in finance, accounts or financial administration in central/State Government /University/PSU Systems.
	<ul style="list-style-type: none">Overall responsibility for financial planning, budgeting, and fund management of the organization.Preparation and monitoring of annual budgets, financial statements, and utilization certificates.Ensuring compliance with statutory regulations, government rules, audit requirements, and financial norms.



Job Requirement	<ul style="list-style-type: none"> • Management of accounts, treasury, grants, endowments, and external funding. • Liaison with auditors, government departments, funding agencies, and regulatory bodies. • Advising the executive leadership on financial strategy, risk management, and cost optimization. • Oversight of procurement, contracts, and financial controls. • Supervision and capacity building of finance and accounts staff.
Required skills	<ul style="list-style-type: none"> • Strong knowledge of financial rules, accounting standards, and audit procedures. • Leadership and decision-making capabilities. • High level of integrity, analytical ability, and strategic thinking. • Excellent communication and coordination skills. • Proficiency in financial management systems and ERP platforms.
Nature of Appointment	Deputation Basis

Age relaxation for submission of application: 5 years for candidates belonging to SC/ ST and 3 years for OBC candidates.

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.

How to Apply:

1. Applications shall be submitted online latest on **19.03.2026**. The application form is available at <https://www.duk.ac.in/careers>.
2. The application fee for the posts shall be Rs. 500/- (Fee will be exempted for SC/ST/Differently-abled Candidate). The mode of payment is available in the recruitment portal.
3. The applications received after the last date fixed or the incomplete applications or the applications without filling the relevant field will be summarily rejected.
4. 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.
5. The candidates are advised to check their registered e-mails regularly after the last date fixed for the submission of the application.
6. 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.

Dean HR

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

