



Dr. B.R. AMBEDKAR OPEN UNIVERSITY

Prof. G. Ram Reddy Marg, Road No. 46, Jubilee Hills, Hyderabad - 500 033. (TG) INDIA



Dr. L. Vijaya Krishna Reddy
Registrar

NOTIFICATION

No.73 /Estt/A.II/210/2025-26

Date : 23-05-2025

Filled in applications are invited from the eligible candidates in the prescribed form for the post of Finance Officer in Dr. B. R. Ambedkar Open University, Hyderabad. The application form is available on the University website www.braou.ac.in and shall reach the undersigned **on or before 02-06-2025 by 5:00 PM.**


REGISTRAR

Note:

- (1) Refer G.O. Ms. No. 22, Higher Education (UE.I) Department, dated:04-04-2013 for details of Eligibility Criteria, Experience etc.,
- (2) The prescribed application form can be downloaded from the University Website: www.braou.ac.in
- (3) The filled-in-application form should be sent to the Registrar along with a Demand Draft of Rs.1000/- drawn in favour of Registrar, Dr.B.R.Ambedkar Open University, Hyderabad.
- (4) The panel of names will be forwarded to the Government for appointment of Finance Officer.

Dr.B.R. AMBEDKAR OPEN UNIVERSITY

Prof. G. Ram Reddy Marg, Road No. 46, Jubilee Hills, Hyderabad-500033

Application for the Position of the Finance Officer (Through Proper Channel)

I General Details	
1	Name of the Applicant:
2	Father Name:
3	Present Address:
4	Mobile Number:
5	Email Id:
6	Present Designation and place of working:
7	a) Academic Qualifications:
	b) Technical Expertise:
	c) Departmental:
8	Pay Scale and pay drawing:
9	Service rendered in the Present cadre:
10	Date of Birth:
11	Date of Entry into Service:
12	Date of Retirement:
13	Years of Service left for Retirement:
14	Social Background of the applicant:
II Service Details	
1	Cadre from Intial appointment to date:
2	Date of appointment promotion:
3	Total service rendered in cadre:

III Work Experience from the Initial cadre to present cadre	
1 Cadre:	
2 Name of the Section:	
3 Years of Experience in that Section:	
4 Brief nature of work in that cadre:	
IV Training programmes of Financial Management attended	
1 Title of the Program:	
2 Period of the Training:	
3 Conducted by:	
V Previous Experience as Finance Officer	
1 Period of the Training:	
2 University:	
VI Enquiries, if any, i.e., ACB, Vigilance, Lokayukta etc., If so, details	
1 Name of the Agency:	
2 Details and present status of the case:	
VII Payment Details of Rs.1000/- (Rupees One Thousand Only) Non-refundable	
1 DD No:	
2 Date:	

I hereby declare that all the statements and entries made in this application are true, complete and correct to the best of my knowledge and belief and understanding. In the event of any information being found false or incorrect or ineligibility being detected in the application form, my candidature/ appointment may be cancelled and all my claims for recruitment be forfeited. I have also enclosed all the relevant documents in support of my candidature.

Place :

Date :

Signature of the Applicant

Note: Application form incomplete in any respect shall not be entertained.

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

UNIVERSITIES – Appointment of Finance Officer in Universities – Rules relating to the appointment of Finance Officers – Revised Notification – Published.

HIGHER EDUCATION (UE.I) DEPARTMENT

G.O.Ms.No. 22

Dated: 04-04-2013

Read the following:-

- 1) G.O.Ms.No.122, Higher Education (UE.I) Department, dated 05.10.2011.
- 2) G.O.Ms.No.2, Higher Education (UE.I) Department, dated 11.01.2012.
- 3) From the Secretary, APSCE, Lr.No.UM-781/FO.Uni. Selection-Panel/2012, dated 31.12.2012.

* * *

ORDER:

In supersession of orders issued in the G.Os. 1st and 2nd read above, the following Notification shall be published in the Andhra Pradesh Gazette:

NOTIFICATION

In exercise of the powers conferred by Sub-Section (1) of Section 16 of the Andhra Pradesh Universities Act, 1991 (Act No.4 of 1991), Sub-Section (1) of Section 13 of the Dr.B.R.Ambedkar Open University Act 1982 (Act 11 of 1982), Sub-Section (1) of Section 13 of Sri Padmavathi Mahila Viswavidyalayam Act, 1983 (Act 16 of 1983), sub-section (1) of section 13 of the Telugu University Act, 1985 (Act 27 of 1985), Sub-Section (1) of Section 14 of the Dravidian University Act 1997 (Act 17 of 1997), Item 3 of Schedule I of the J.N.T.U. Act, 2008 (Act 30 of 2008) and item 3 of the Schedule of Jawaharlal Nehru Architecture and Fine Arts Universities Act, 2008 (Act 31 of 2008), the Governor of Andhra Pradesh hereby makes the following rules for appointment to the post of Finance Officers in all the Universities in the State under the control of Higher Education Department.

1. **Short Title:** These rules are called as Andhra Pradesh Universities Finance Officers Rules, 2013.
2. **Applicability:** These rules shall be applicable for appointment of Finance Officers in all the Universities of the State.
3. **Definition:** Finance Officer means the Finance Officer of the respective University.
4. **Appointing Authority:**

The University shall be the competent authority to appoint the Finance Officer from out of the panel obtained from the Government in Education Department.

(pto)

5. Eligibility for appointment:

Officers of the following Departments who have put in two years of service in the categories shall be considered for appointment to the post of Finance Officer of the University:-

- (a) Deputy Director of Treasuries & Accounts Service.
- (b) Deputy Director of State Audit Department.
- (c) Dy. Pay & Accounts Officer of Pay & Accounts Office.
- (d) Pay and Accounts Officer of Works Accounts Service.
- (e) Deputy Registrars in the Universities.
- (f) Officers of any other Department who have officiated for more than three years in the rank of Dy. Director and have at least five years experience of working as Accounts Officer/Audit Officers in a Government.

Note (1) Officers with one step down in the eligible categories as mentioned in point (5) of the G.O. in the respective Departments shall also be considered for appointment to the post of Finance Officer of the University if there are no sufficient number of candidates available for Universities with 10 yrs. or less of standing.

Note (2) Officers with one step above in the eligible categories as mentioned in point (5) of the G.O. in the respective Departments shall also be considered for appointment to the post of Finance Officer of the University, for those Universities with more than 10 years of standing.

Note (3) Officers of the eligible categories in the G.O. from Govt. of India Institutions who have accounting experience and belong to this State shall also be considered for appointment to the post of Finance Officer of the University; if sufficient candidates are not available in the State Government Departments. The contents in point (1 & 2) above are also applicable to the Officers of Govt. of India Institutions.

Note (4) To consider candidates with 2 years or more of service left for retirement for selection of Finance Officers.

6. Method of Appointment:

The Screening Committee consisting of the following shall recommend a panel of three names to the Higher Education Department in the Government for intimation suggesting to the University concerned:

Secretary/Prl.Secretary, Education dealing with Higher Education.	...	Member
Secretary/Prl.Secretary, Finance	...	Member
Chairman, A.P.State Council of Higher Education	...	* Member
Secretary, A.P.S.C.H.E.	...	Member Convenor

Contd...

7. Tenure of Office:

Officer Selected as Finance Officer shall be appointed on a tenure basis initially for a period of three years extendable upto six years.

2. Nothing in rule 7, shall prevent the appointing authority from repatriating the Finance Officer to his/her parent Department before completion of three years term on administrative reasons or of his/her own request.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

AJAY MISRA
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Commissioner of Printing & Stationery (Stores Wing), Hyderabad,
for publication. He is requested to send 200 copies of the rules
published in the A.P.Gazette.
The Members concerned.
The Registrars of all Universities in the State under control of H.E. Dept.
Copy to:
The Secretary, AP State Council of Higher Education, Hyderabad.
The Secretary to Govt. of India, Ministry of Human Resources
Development, Dept. of Education, New Delhi.
The Secretary, University Grants Commission, Bahadurshah Zafar Marg,
New Delhi.
The Accountant General, A.P., Hyderabad.
The Director of Local Fund Audit, A.P., Hyderabad.
The Director of Treasuries & Accounts, Hyderabad.
The Pay and Accounts Officer, Hyderabad.
The Higher Education (UE.II / EC) Department.
The Finance (BG/EE/Advance) Dept.
The Law (C) Dept./ Genl.Admn.(Ser.F) Dept.
SF/SCs.

// FORWARDED :: BY ORDER //

SECTION OFFICER