

Group	Animal and Fisheries Resource Department- Government of Bihar
Position Name	District Accountant
Age Qualification (In Years)	45
Salary Per Month (Consolidated)	25000/-
Required Qualification & Experience	<ol style="list-style-type: none">1. Commerce Graduate2. Should have minimum 2 years post qualification experience in accounting3. Should be proficient in computer.4. Should have completed certificate course in Tally and should possess working knowledge of tally.5. Functional knowledge of English
Job Description	<ol style="list-style-type: none">1. Accounting activities like compilation of district level IUFR/UC.2. Maintenance of all the books of records at the district level office.3. Compliances of audit objections.4. Ensuring financial reports of blocks be sent in time to state office.5. Daily accounting data feeding in the Tally and online MIS developed by BAPEPS.

End of the document