भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर

INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR

Argul, Khorda- 752050

ADVERTISEMENT No. Rectt.- Temporary/04/Non-Teaching/2026 Dt. 02.11.2026

Online applications are invited from the aspiring eligible candidates for the engagement of **"Accounts Trainee" on Temporary basis.**

The details are given below:

Name of the Post	Number of vacancy	Stipend	Nature of Engagement
Accounts Trainee	03	Rs. 23,000/- Per Month (Consolidated Remuneration)	On-Temporary basis

Qualification & Experiences:

Name of the Post	Particulars
Accounts Trainee	**i) Qualification:** Candidates must have passed the B.Com with 55% of marks. **ii) Essential Skills:** Expert-level knowledge of Tally Accounting Software, MS Office, and online GST/IT compliance procedures. **iii) Nature of Traineeship:** Compilation and Finalization of Annual Accounts, Budgeting, Auditing etc. Compliance related to Direct and Indirect Taxation. **iv) Duration:** One year (purely on a temporary basis and no scope for extension) **v) Mode of Selection:** Written test/Skill Test and/or Interview. **vi) Working hours:** Six days a week from 9 A.M. to 6 P.M. **vii) Upper age Limit:** The candidates' age should preferably not exceed 27 Years as on the last date of submission of application.

General Information

1. Aspiring candidates satisfying the eligibility criteria may apply through the online process. Candidates must go through the advertisement before filling up the online application form.
2. Candidates must attach scanned copies of educational certificates & experience certificates while applying online. The experience will not be considered without the experience certificate.

3. **The opening date of submission of online application is 10.11.2026 and the closing date of submission of online application is 24.11.2026. All the applications should be submitted ONLY through the online portal. Hardcopy of the Online Application Form is NOT required to be sent to the Institute.**
4. The engagement is purely temporary in nature and has nothing to do with permanent position in the Institute.
5. In case of any difficulty in filling up the application form, feel free to contact Recruitment Cell, Phone: 0674-7134815, email: info.recruitment@iitbbs.ac.in.
6. In case of any dispute/ambiguity in the process of selection, the decision of the Director, IIT Bhubaneswar shall be final and binding.

Sd/-

REGISTRAR