

Sub: Syllabus for the written test for the post of Deputy Superintendent (Accounts).

The Question paper should be of 100 Marks (Objective type only).

The details syllabus for the Examination of Deputy Superintendent (Accounts) is as under:

1. Final accounts of the company under revised schedule VI. (15 Marks)
2. Various Audits like Internal Audit, Statutory Audit, C&AG Office Audit, Cost audit and Tax Audit (10 Marks)
3. Bank Reconciliation statements, Stock Reconciliation and Debtor Reconciliation. (5 Marks)
4. Passing of various claims like suppliers bills/Claims. (5 Marks)
5. Various taxes like income tax, wealth tax, service tax, VAT, Excise & Custom Act (10 Marks)
6. Various laws like provident fund, ESIS, EDLI, Contract Act, Companies Act, Companies Act-2013, The Electricity Act, Workmen welfare cess. (10 Marks)
7. Financial management including various funds arrangements like CC, Long term loans, short term loans proposal, Deferred Payment Guarantee, Letter of Credit, Bank Guarantee and Fund management. (10 Marks)
8. Project Management (Evaluation of project as per various methods like payback, ARR, IRR, NPV etc) (10 Marks)
9. Costing and Cost Accounting Records (10 Marks)
10. Budget and Budgetary control, Types of budget like Cash/Sales/Purchase/Flexible etc. (10 Marks)
11. Accounting Standards issued by C.A. Institute of India (10 Marks)