

SKILL TEST FOR THE POST OF SECTION OFFICER GRADE I (Accounts Officer)

Duration: 60 Minutes

Maximum Marks: 100 Marks

The exam shall be of descriptive type, testing the analytical ability of the candidates, containing two questions each carrying 50 marks.

SYLLABUS:

Case studies pertaining to one or more of the following topics:

Financial Rules and Principles of Govt. Accounts, Central Public Works Accounts Code, Fundamental Principles of Accounting, Accounting Process, Depreciation, Provisions and Reserves, Bill of Exchange, Promissory Notes and Cheques, Financial Statements, Basic concepts of Accounting, Royalty and Lease Accounts, Company Accounts including Consolidated Financial Statements, Uniform format for accounts for Central Autonomous Bodies, Accounts of Public Utilities Enterprises: Accounting formats prescribed by Electricity Act, (Electricity utility), Banking Companies, Non banking Companies, Insurance companies, Transport Companies Branch and Departmental accounts (including Foreign Branch Accounts), Cash and Funds Flow Statement, Working Capital, Accounting Standards prescribed under section 133 of the Companies Act, 2013, Accounting Standards of ICAI /IND AS notified by Ministry of Corporate Affairs and Concepts of interim reporting, Segment reporting, Corporate Social Responsibility



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DIRECTOR