

REQUIRED

The following posts are required to be filled purely on contract basis:-

Sr. No.	Name of Post	No. of Post	Age	Qualification	Salary	Typing test
1	Clerk	3 (Three)	18-30 years	1) Minimum B.Com with 2 years experience in Accounts/Administration. Preferably with firm of Company Secretaries OR Chartered Accountancy OR in an organization in Finance / Administrator. 2) Efficiency of working on Computer and typing speed of 30 word per minutes.	As per D.C. Rates (As may be revised From time to time - presently Rs. 13,500/- p.m.)	26.12.2013 (Thursday) at 11.00 a.m. at VTC, Aasha Kiran Building, Sector 46, Chandigarh

Eligible candidates may submit their resume with one passport size photograph and self attested copies of all relevant testimonials including experience on or before **25.11.2013** (Monday) at the following address.

Note:- Incomplete applications and applications received after 25.11.2013 shall not be entertained. The candidates who will pass the typing test only be called for interview.

MANAGING DIRECTOR
**Chandigarh Scheduled Castes, Backward
Classes and Minorities Financial and
Development Corporation Ltd.,
Addl. Town Hall Building , 3rd Floor,
Sector 17C, Chandigarh.**

REQUIRED

The following post is required to be filled purely on contract basis:-

Sr. No.	Name of Post	No. of Post	Age	Qualification	Salary
1	Project Assistant	02 (Two)	18-30 years	MBA (Finance) or equivalent C.A. Inter or C.S. Inter with efficiency on working on Computer and skill for drafting letters. OR M.A. in English or M.Com with atleast 2 years experience of working with a Firm of Chartered Accountant/ Company Secretaries or in an Organization dealing with Finance Accounts/ Establishment with efficiency of working on Computer & skill for drafting letters	Rs. 20,000/- p.m. (Fixed)

Eligible candidates may submit their resume with one passport size photograph and self attested copies of all relevant testimonials including experience on or before **25.11.2013** (Monday) at the following address.

Note:- Incomplete applications and applications received after 25.11.2013 shall not be entertained.

MANAGING DIRECTOR
Chandigarh Scheduled Castes, Backward Classes and Minorities Financial and Development Corporation Ltd.,
Addl. Town Hall Building , 3rd Floor,
Sector 17C, Chandigarh.