

INTELLIGENT COMMUNICATION SYSTEMS INDIA LIMITED
ADMINISTRATIVE BUILDING, ABOVE POST OFFICE,
OKHLA INDUSTRIAL ESTATE,PHASE – III, NEW DELHI -110020

M/s Intelligent Communication Systems India Limited (ICSIL), a joint venture of Telecommunications Consultants India Ltd. (TCIL), A Govt. of India Enterprise under Ministry of Communications and Delhi State Industrial & Infrastructure Development Corporation Ltd. (DSIIDC), an undertaking of Govt. of NCT Delhi. ICSIL as an ISO 9001:2008 compliant company also hold the status of Public Sector Undertaking (PSU). Govt. of NCT of Delhi.

ICSIL undertakes projects for various departments, autonomous bodies, PSU under Central Govt., other State Govt. and abroad.

Online applications are invited for Company Secretary, **purely on contractual basis** for Intelligent Communication Systems India Limited (ICSIL) the qualification and the other details required are as under:-

Name of the Post	: Company Secretary
No. of Post	: 01
Educational Qualification	: Company Secretary from Institute of Company Secretaries of India.
Age	: Maximum 35 years as on 01.11.2016.
Experience	: Three years post qualification experience in relevant field.
Consolidated emoluments	: Rs. 30,000/- per month.

Necessary Instructions: -

1. Interested candidates must apply ONLINE through our website www.icsil.in/jobs latest by 28th November 2016. **The last date of receipt of the applications is 28th November 2016.**
2. The post advertised are meant for ICSIL HQ.
3. Maximum age of the candidates should not be more than 35 years.
4. No TA/DA will be paid for the interview.
5. Applications are invited are purely on contractual basis. Interested candidates must apply ONLINE through our website www.icsil.in/jobs latest by 28th November 2016.
6. Application(s) sent by post/personally/e-mail will not be accepted.

7. Rs. 200/-(non refundable) will be charged through Cash/ Indian Postal Order in favour of, Intelligent Communication Systems India Ltd. Payable in Delhi, at the time of interaction.

Instructions for Uploading Photographs and Signature:

- Candidates have to scan images of their photograph and signature in .JPG format, Size of Photograph should be between 10 to 20 KB and Size of Signature should be between 1-10 KB.
- Candidates using MSWindow/MOffice can obtain photo and signature in .JPG format as per size mentioned above by using MSPaint or MOffice Picture Manager. Scanned photograph and signature (scan at 200 dpi) in any format can be saved in jpg format by using 'Save As' option in the File menu and size can be reduced accordingly by using crop and then resize option (resize 110 pixels width).
- The candidate should scan his signature, which has been put on white paper with Black Ink pen.

Address of correspondence :

Intelligent Communication Systems India Limited
Administrative Building, 1st Floor, Above Post Office,
Okhla Industrial Estate, Phase – III,
New Delhi – 110020.