

Advertisement for the Post of Sweeper-cum-Office Attendant on contract basis

Name of the post	:	Sweeper-cum-Office Attendant on contract basis
No. of Post	:	1 (One)
Educational Qualification	:	Passed 8th Class.
Desirable Profile	:	To cleaning and dusting the office.
Age	:	Minimum 21 years as on 01st December 2016
Consolidated emoluments	:	As per minimum wages issued by Govt. of NCT of Delhi (Currently Rs.9, 568/- per month)
Experience	:	03 years of experience.

Necessary Instructions:-

1. The Last date of receipt of the application is 26th December 2016.
2. Experience in the relevant field shall be calculated from the date of attaining the minimum Essential qualification(s).
3. The post advertised are meant for ICSIL HQ.
4. No TA DA will be paid for the interview.

The company reserves its right to modify, postpone or cancel the requirement, without assigning any reason.

The application should reach on or before 26th December 2016 latest by 4pm, by post or by hand on the following address:

***“Front Desk Officer
Intelligent Communication Systems India Limited (ICSIL),
Administrative Building, 1st Floor, Above Post Office,
Okhla Industrial Estate, Phase- III
New Delhi-110020
Tel.: 011-26929051, 26830338, 26830347”***

Advertisement for the Post of Front Desk Officer-cum-Receptionist on contract basis

Name of the post	:	Front Desk Officer-cum-Receptionist on contract basis
No. of Post	:	1 (One)
Educational Qualification	:	Passed 12th Class.
Desirable Profile	:	To perform the duties of receptionist and front desk officer at ICSIL office.
Age	:	Minimum 21 Years and Maximum 65 Years as on 30th November 2016, subject to medical fitness.
Consolidated emoluments	:	Rs. 16,000/- per Month.
Experience	:	Minimum 10 Years of experience.

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3. The post advertised are meant for ICSIL HQ.
4. No TA DA will be paid for the interview.

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Advertisement for the Post of Office Attendant on contract basis

Name of the post	:	Office Attendant on contract basis
No. of Post	:	1 (One)
Educational Qualification	:	Passed 10th Class.
Desirable Profile	:	To perform the duties of Office Attendant.
Age	:	Minimum 21 years as on 01st December 2016
Consolidated emoluments	:	As per minimum wages issued by Govt. of NCT of Delhi (Currently Rs.9,568/- per month)
Experience	:	01 years of experience.

Necessary Instructions:-

1. The Last date of receipt of the application is 26th December 2016.
2. Experience in the relevant field shall be calculated from the date of attaining the minimum Essential qualification(s).
3. The post advertised are meant for ICSIL HQ.
4. No TA DA will be paid for the interview.

The company reserves its right to modify, postpone or cancel the requirement, without assigning any reason.

The application should reach on or before 26th December 2016 latest by 4pm, by post or by hand on the following address:

***“Front Desk Officer
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