

Intelligent Communication Systems India Ltd. (ICSIL)

**Administrative Building, 1st Floor, Above Post Office
Okhla Industrial Estate, Phase-III, New Delhi-110 020**

Walk-In-document verification/Interview for the post of **Account Assistant**, purely on contractual outsourced basis to be deputed at **Shabdarth, Directorate of Information & Publicity, GNCT of Delhi** and also for empanelment of candidates for deployment to other Govt. Departments in future.

The details of the vacancies are given as under:-

| S.no | Name of Post | Educational Qualification | Place of Posting | Remuneration per Month (in Rs.) | Total Number of posts |
|-------------|--------------------------|---|--|--|------------------------------|
| 1 | Account Assistant | B.Com Graduate/ Preferred knowledge of tally | Shabdarth, Directorate of Information & Publicity | 27000/- | 01 |

Date of Walk-in-Interview: 24/7/2019

Time of Walk-in-Interview: 9.30 AM to 11:30 AM

Venue: Shabdarth, Directorate of Information & Publicity
Block IX, Old Secretariat, Delhi - 110054

Candidates reporting between 9:30AM to 11.30AM will be considered for walk in interaction. Candidates coming after 11:30 AM will not be allowed.

TERMS & CONDITIONS:-

1. One time Registration Fees of Rs. 1,000/- (Non-refundable) shall be taken at the time of final Joining.
2. The interested applicants are advised to go through the Eligibility Criterion carefully and ascertain themselves regarding their eligibility.
3. i) The short listing of candidates for the panel will be based on scrutiny of documents of their age, qualification, experience etc. and as found eligible as per prescribed criteria and subsequent interaction of candidate by the department.
ii) Finally selected candidates by the department shall be considered for deployment on purely contractual/outsourced basis.

4. ICSIL does not guarantee deployment of all shortlisted candidates.
5. No TA/DA will be provided to candidates for appearing for the Interaction/documents verification etc. when called.
6. The place of deployment will be anywhere in Delhi/NCR. They may work in shift(s)/ rotational basis as per departmental requirement. No extra conveyance will be paid by ICSIL.
7. The Candidates must fill in a form on the spot & paste photograph duly signed along with **Relevant Documents related to Qualification & Experience (in Original and one set of photocopies (self attested))** on the date of Interview for verification purpose otherwise they will not be allowed to appear in the interview.
8. The details of the candidate in the application form must be the same as mentioned in the certificate of Class 10th Certificate and PAN Card and Aadhar Card. In case the candidate has changed her name subsequent to Class 10th, the evidence to that effect should be furnished at the time of interaction/documents verification also.
9. Canvassing/trying to influence ICSIL employees to secure the job in any manner shall disqualify the candidate.
10. ICSIL has right to accept or reject the application(s) without assigning any reason thereof.
11. ICSIL has the right to withdraw this advertisement at any time.