

ICSI - Bangalore Chapter

List of Companies @ Campus Recruitment | 11th Sept 2015 | 10am -5pm |

S.no	Interviewing Slot	Name of the Organisation	Requirement	Total No. of CS Requirem	Any other qualification required	Job Profile	Job Location	CTC In lakhs(Per Annum)	Organisation Address
1	Morning	Sobha Limited	Fresher CS	1	None	Team member of the Secretarial Department	Devarabisanahalli (Near Sakra Hospital), Bangalore	Negotiable	Sobha Limited 'SOBHA' Sarjapur - Marathahalli Outer Ring Road (ORR) Devarabisanahalli, Bellandur Post Bangalore - 560 103
2	Morning	NEO FOODS PVT LTD	Both Fresher & Experienced	1	Bcom	secretarial	Bangalore, Vasanthnagar	Industry standards	NEO FOODS PVT LTD NITON'S E BLOCK, #11, PALACE ROAD, VASANTH NAGAR, BANGALURU 560 052
4	Morning	Ernst & Young LLP	Experienced CS	2	Additional qualifications will be an added advantage	Corporate Secretarial - client pursuit, client management, due diligence, annual compliances, conducting of meetings, presentations, etc. The roles and responsibilities will be apprised to the candidate.	Bengaluru / MUMbai	As per industry standards	12th Floor, Canberra Block, UB City, No. 24 Vittal Mallya Road, Bngaluru – 560 001, Karnataka, India
5	Morning	CimplifyFive Corporate Secretarial Services Private Limited	Both Fresher & Experienced	1	LLB preferred	Company Law domain specialist: Jobs involves research and writing on Company Law pain points and challenges, defining product specifications for developing software modules and customer interface for conducting product demonstrations.	Bangalore	4 Lakhs PA + stock option on confirmation	Cimplifyfive Corporate Secretarial Services Private Limited 35/1, Second Floor, 16th Cross, 8th Main Road Malleswaram, Bangalore 560055,
6	Morning	Haribabu Thota PCS	Freshers	2	None	secretarial compliance	bangalotre	3 to 5 Lakhs	
7	Morning	IMI Control Component India Private Limited	Experienced CS	1	B.Com	secretarial compliance	Bangalore	5 to 7 Lakhs	Control Component India Pvt. Ltd., 6th floor, Warp tower, SJR i park, Plot # 13 14&15, EPIP Zone Phase 1, Whitefield Road, Bangalore 560066

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8	Morning	RForce Management Resources Pvt Limited	Semi- Qualifieds	02-May	LLB (not mandatory)	Must be well aware with FEMA compliances	Bangalore	5-8 Lpa	Bangalore, India
9	Morning	PRESTIGE ESTATES PROJECTS LIMITED	Both Fresher & Experienced	1	Preferably LLB (Not Mandatory)	Preparation of Minutes, Annual returns, Compliance reports, Share Certificates, combined registers etc. (All the Secretarial Compliances). Conducting Board Meetings General Meetings, Postal Ballot Handling FDI Compliances Compliance with Listing Agreement Filing of various e-forms as and when required.	Bangalore	Not a constraint for the right candidate	PRESTIGE ESTATES PROJECTS LIMITED THE FALCON HOUSE NO.1, MAIN GUARD CROSS ROAD BANGALORE-560001
3	Morning	HICAL TECHNOLOGIES PVT LTD	Experienced CS	1	BMA or CA inter	ROC Matters Preparing for Board Meeting/ AGM/EGMs Preparing Minutes of the Meetings of Board and Members Statutory registers updating Compliance under Companies Act 2013 Secretarial Standards Compliance Coordinating with Company Secretary and Auditors Consolidation of Financials of Group Related party transactions monitoring and reporting Tax matters compliance Income Tax, TDS, Transfer pricing, MAT, Advance tax Computations etc Excise, Service Tax Compliance matters VAT and CST Compliance Matters Getting the expert opinion's from consultants and implement GST preparations and implementations Accounting Standards for Income Tax Statutory Compliance Statutory Compliance in all areas Internal Audits reviews Other Areas Refund claims reviews and follow up. Indian Accounting Standards New Projects supporting to GM Finance Drafting of agreements etc	Bangalore, Electronic City	6 to 7 Lakhs PA	SY.NO.46 & 47(PART), PHASE-II, ELECTRONIC CITY, BANGALORE 560100

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10	Morning	Dhanashri Home Finance Private Limited	Fresher CS	1	Knowledge of IT background	Compliance functions under Companies Act, 2013. Execution and implementation of management policies. Board meetings, minutes, resolutions. Coordination in final accounts with auditors and reporting to National Housing Bank. Liaison with government authorities and compliance of other laws. Preparation of various statutory reports, financial and taxation reports, Administration	BANGALORE	Rs. 3.5 to 4 lacs	REGD. OFFICE DHANASHRI HOME FINANCE PRIVATE LIMITED C-703 MANTRI CLASSIC APTS 1st main 8th cross ST BED LAYOUT KORMANGALA BLOCK 4, BANGALORE 560034
11	Afternoon	Conscientia Consultancy Private Limited	Both Fresher & Experienced	3	LLB	Handle Corporate compliance for various clients Handle Statutory Registrations for clients Client Liaison and knowledge sharing Handling Branch operations	Chennai, Bangalore, Hyderabad	2.25 to 3.8 lakhs	76/1, I Floor, 7th Cross, Wilson Garden, Bangalore-560027
12	Afternoon	S P Nagarajan, PCS Firm	Both Fresher & Experienced	3	B Com and CS	To handle accounts and secretarial matters of private limited and public limited companies.	Bangalore	2.5 Lakh onwards	S-818, Eighth Floor, South Block, Manipal Centre, 47, Dickenson Road, Bangalore – 560 042
13	Afternoon	Bairavi Properties & Constructin Pvt. Ltd.	Experienced CS	1	Candidate with commerce graduate preferred	Company Secretary	Bangalore	2.5 to 3.5Lakhs	No.1432, 10th Main,6th Cross, Kodihalli, HAL 3rd Stage, Bangalore - 560 008
14	Afternoon	K.S.RAMASUBRAMANIAN, PCS Firm	Both Fresher & Experienced	two	NIL	should know to handle secretarial work independently under the new Act. should converse in English fluently. Two wheel driving is a must. Knowledge on Tally. Knowledge on Quickbooks optional.	KORAMANGALA	Negotiable	NO.80, II MAIN, I BLOCK, KORAMANGALA, BANGALORE- 560075
15	Afternoon	SEIKO Watch India Private Limited	Both Fresher & Experienced	1	Not mandatory	Secretarial Matters and the various compliance requirement under the Companies Act; Other legal matters and the Financial Accounting aspects including the statutory compliance thereof.	Bangalore	Negotiable	#874, Temple Vista, Ground Floor, Sri Krishna Temple Road, Indiranagar 1st Stage, Bangalore - 560 038
16	Afternoon	KMC Constructions Limited	Both Fresher & Experienced	2	B.Com, M.Com, LLB	<ul style="list-style-type: none"> Updating and Maintenance of Statutory Registers of Company Arranging meetings and preparation of Minutes for Board and as well General Meetings Drafting of various Resolutions Preparation and filing of Annual returns and 	Hyderabad	360000	KMC Constructions Limited, # 1- 80/40/SP/58-65, Shilpa Homes Layout, Gachibowli,Hyderabad - 500032
17	Afternoon	Guru and Jana Chartered Accountant, CA Firm	Both Fresher & Experienced	3	No	Job description: 1. Ensuring that an organisation complies with standard financial and legal practice and maintains high standards of corporate governance. 2. Organising and preparing agendas and papers for board meetings, committees and	Bangalore	As per company norms	41, Patalamma Temple St, Basavanagudi, Bangalore - 560004

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18	Afternoon	S Viswanathan	Both Fresher & Experienced	1	no	CS Trainee post Executive or Professional Programme Should know basic computer operation like MS Office, Tally Should not appear for December 2015 exam.	Malleswaram	At Institute Standards	Susheel Chandra Apts 17th A Cross, 10th A Main, Malleshwaram (W), Bangalore - 560055 Mobile: 9845220950 Office: 080-41674875
19	Afternoon	Servitus Corporate Services Private Limited	Both Fresher & Experienced	2	LLB Preferred	To manage a team of 5 members. To review and finalise all the corporate secretarial work. To assist in drafting investment agreement, term sheet and structuring investment transactions.	Vidyaranyapura	Depends upon the efficiency of the candidate	No. 987, 3rd Cross, 6th Main, 6th Block, HMT Layout, Vidyaranyapura, Bangalore - 560097.

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