

DIRECTORATE OF TRAINING & PLACEMENT

ICSI, NEW- DELHI

Recruitment of Company Secretary (CS)

Information about the Vacancy:

Yes Bank Limited is looking for Two Fresher Company Secretaries in Gurgaon.

Job Description:

- a) The primary responsibility of the incumbent would be to ensure credit appraisals are adequately approved, relevant documents for various facilities are prepared, disbursement notice is prepared and covenants as specified in the appraisals are tracked.
- b) The role would also involve interaction with the back office team to ensure disbursement process is smooth.

Eligibility:

Fresher

Salary Details:

4,50,000/-

Job Location:

Gurgaon

Apply at:

Process over