

# VIRAT SPINNERS PRIVATE LIMITED

**Regd. Office:** E-11, First Floor, Sumel Business Park, Nr. New Cloth Market, O/S Raipur Gate,  
Raipur, Ahmedabad- 380002

**Phone No.** 079- 22162617

**CIN:** U17115GJ2010PTC062725

**E-mail-** viratspin@yahoo.in

**December 27, 2019**

**To**  
**The Institute Of Company Secretaries of India**  
**Ahmedabad Chapter**

**Sub: VACANCY FOR THE POST OF COMPANY SECRETARY**

This is with reference to above mentioned subject, I, request the office of Ahmedabad Chapter of WIRC of ICSI to kindly publish the below mentioned advertisement either on the Notice Board and/or Portal of the Chapter.

Organization Name	<b>VIRAT SPINNERS PRIVATE LIMITED</b>
Year of Establishment	<b>2010</b>
Industry type	<b>Textile Industries</b>
Contact Number	<b>+079 48904153</b>
Mail ID	<b>clients208@gmail.com</b>
Offered role	<b>Whole time Company Secretary</b>
Work profile	<b>1. Knowledge of Company Law. 2. Routine Secretarial Work. 3. Roc Filling 4. Drafting Agreements. 5. Maintenance of Statutory Records</b>
Work location	<b>Raipur, Ahmedabad / S.G Highway</b>
Type	<b>Job</b>
Proposed Salary	<b>As per Industry Standards.</b>
Educational qualifications	<b>Qualified Company Secretary</b>
Work Experience Required	<b>0-1 Year</b>

***Interested Candidates may send Resume on above Mail ID.***

**FOR VIRAT SPINNERS PRIVATE LIMITED**

  
**Authorised Signatory**