



THE INSTITUTE OF Company Secretaries of India

भारतीय कम्पनी सचिव संस्थान

IN PURSUIT OF PROFESSIONAL EXCELLENCE

Statutory body under an Act of Parliament

(Under the jurisdiction of Ministry of Corporate Affairs)

CS TRAINEE DRIVE (II) - 2019

Dear Students,

Greetings from the Institute of Company Secretaries of India!!!

The Institute constantly focuses its energies towards career progression of its students and members by providing various platforms such as Trainee drives, Recruitment drives, Meets with senior CS & HR professionals, HR Conclaves, etc. On the same outline, the Institute is organising CS Trainee Drive (II) - 2019 in the month of September '2019.

The Details of CS Trainee Drive (II) - 2019 is as under:

Date & Day of Trainee Drive: September 5, 2019 (Thursday)

Venue: ICSI House, C-36, Sector 62, Adj. to Kailash Health Village, Noida, Uttar Pradesh 201301

Reporting time: 9:00 am

Modalities:

1. Students who have passed Executive or Professional Exams are eligible to participate in the CS Trainee Drive (II) - 2019.
2. **Registration of students would strictly be on first come first basis for first 100 students, Institute reserves the right to call limited number of candidates during the process in case of bulk applications.**
3. **Dress code** - Smart formals.
4. Registration by filling the Google form does **NOT** guarantee selection or interview for any candidate. The Institute, by no means, would be held liable to ensure training opportunities for all students. Selection is solely on the basis of merit of the candidate.
5. Selected candidates would directly be contacted by the organization for joining. Institute would not be interfering in the process.
6. Request for applying to particular organization shall not be entertained.
7. There is **No participation Fee for the Trainee Drive.**
8. All students should convince themselves and be aware about the responsibilities of traineeship and company. Only after being convinced they should appear for the interview. Rejection of offers without valid reason would bar a candidate from sitting for other Trainee drives / Placement drives being organised by the Institute for the current year.
9. Interviews for various organisations would be conducted simultaneously in parallel rooms.
10. **No TA/DA would be paid to the students to participate in the drive.**
11. Students should come prepared for day long process.

12. Canvassing for selection in the drive would lead to disqualification.
13. List of participating organisations would be displayed before the drive for the information of students.
14. The Students interested to take part need to apply through the link:
<https://forms.gle/ao7tuacxqkH14ts38> on or before 3rd September, 2019.

Note:

- a) Candidate without prior registration will **NOT** be eligible to participate in the CS Trainee Drive (II) - 2019.
- b) Participating students are required to carry sufficient copies of their resumes. Request for photocopies would not be entertained.

For any Queries, please Contact: - Mr. Ritesh Kumar, Deputy Director, Placement Cell
Mrs. Gunjan Sehgal, Assistant Director, Placement Cell
on traineecv@icsi.edu, 0120-4082177/2124.

CS Ashok K. Dixit
(Officiating Secretary)