



# 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)

## Invitation to Recruiter

### CS TRAINEE DRIVE (II) - 2019

**Dear Recruiter,**

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

The Institute of Company Secretaries of India is a premier professional body constituted under the Company Secretaries Act, 1980, entrusted to regulate and foster the profession of Company Secretaries. The Institute functions under the jurisdiction of Ministry of Corporate Affairs, Government of India. Headquartered at New Delhi, the ICSI has 4 Regional Councils at New Delhi, Mumbai, Kolkata, Chennai and 74 Chapters spread all across the country. The profession of Company Secretaries is well established in India with a strong cadre of over 55,000 members (Company Secretaries) and around 3,00,000 students pursuing the Company Secretary Course.

After the successful execution of various placement initiatives for Members & Students, ICSI is organising Trainee Drive for its Executive and Professional level students in September, 2019. The primary objective of the program is to create training opportunities for young students in a planned and co-ordinated manner, thus bridging the gap between Trainees and Trainers such as Corporate, Firms, PCS, etc.

The schedule of the CS Trainee Drive (II) -2019 is given below:

**Date & Day of Training Drive:** 5<sup>th</sup> September, 2019 (Thursday)

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

**Contact Person:** Mr. Ritesh Kumar, Deputy Director, Placement Cell  
Mrs. Gunjan Sehgal, Assistant Director, Placement Cell

**For Queries:** Please contact us at [placement@icsi.edu](mailto:placement@icsi.edu), 0120-4082177/2124

The institute invites your esteemed organization to participate in the CS Trainee Drive (II) - 2019 for screening the candidates for suitable trainee vacancy/ies in your organization.

#### **Modalities:**

1. You are requested to kindly register through the link <https://forms.gle/46UrnFKGtR5oG1X6> and Confirm your participation on or before 2<sup>nd</sup> September, 2019.

2. The Program would start at 10.30 am on 5<sup>th</sup> September, 2019. The allotted slot would be intimated to you by the Institute after receipt of your confirmation for participation in the Training Drive.
3. Allotment of time slot to organisation would be based on availability and sole discretion of the Institute.
4. The participating Companies are required to give the offer of appointment to the selected Candidates through the Institute only, preferably on the same day.
5. On the Spot offers would be highly solicited.
6. Registration does not guarantee candidate selection. No organisation can hold the Institute responsible in case the expectations do not match.
7. No TA would be paid to the organisations to participate in the drive.

**CS Ashok K. Dixit**  
**(Officiating Secretary)**