



**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)

PLACEMENT CELL, ICSI

Engagement of Company Secretary (CS)

(on Contractual Basis)

About the Vacancy:

ICSI invites applications from CS Professionals for Engagement as Consultants on contractual basis, for a period of one year for its office at Noida, which shall be extended on year to year basis for maximum of upto three years.

Job Description

S. No	Name of Vacancy	Number of Vacancies
1.	Consultant for Company Law	01
2.	Consultant for Securities Law	01
3.	Consultant for GST	02

Qualification : Associate member of the Institute of Company Secretaries of India

Maximum Age : **40 years** (As on 1st October, 2019)

Work Profile:

- Preparation, review and updating of study material
- Preparation of model questions and guidance answers
- Post examination academic support to Directorate of Examination
- Any other Academic related work
- Liquidation proceeding

Skills:

- Command over subject
- Drafting skills
- Ability to interpret the amendments in the relevant subject
- Coordination in the subject expert committee



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Monthly Remuneration (Consolidated):

Category 1

- Post qualification experience up to one year – **Rs.33,000/-pm**

Category 2

- Post qualification experience of more than one to two years – **Rs.36,500/- pm**

Category 3

- Post qualification experience more than two years – **Rs.40,000/-pm**

Apply at:

Interested candidates may register through the Link
<https://forms.gle/XfhvGsA5xSCEqJMC6> on or before 01th November, 2019