



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)



ICSI - MEGA PLACEMENT DRIVE-II, 2019

Dear Sir/Madam,

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

The Institute of Company Secretaries of India (ICSI) is a statutory body established under an Act of Parliament to develop and regulate the profession of Company Secretaries in India. It functions under the jurisdiction of the Ministry of Corporate Affairs, Government of India, Headquartered at New Delhi with Regional Offices in Mumbai, Kolkata, New Delhi and Chennai and 74 Chapters across various cities in India. The ICSI on its rolls has over 59,500 qualified members both in Employment and in Practice.

As per Section 203 of Companies Act 2013 read with Rule 8 & 8A of the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014, it is necessitated that every listed company and every other public company having paid up capital of Rs.10 crores or more to appoint the Company Secretary as a Key Managerial Personnel (KMP). A Company other than a company covered under rule 8 which has a paid up share capital of Rs. 5 Crore or more shall have a whole-time Company Secretary.

The Institute regularly organizes Mega Placement Drives in every region of ICSI and one such Mega Placement Drive is being organized in 'Bcj Ya VYf, 2019 in a planned and coordinated manner for recruitment of Company Secretaries.

The Institute invites your esteemed organization to participate in the ICSI Mega Placement Drive, for recruiting Company Secretary for your organization.

Region wise schedule of ~~7~~G=Mega Placement Drive – II (2019):

Date & Day of Interview	Address of Regional Offices	Placement Coordinator and Contact Person
SIRO (SOUTHERN INDIA REGIONAL OFFICE)		
22nd November 2019, (Friday)	ICSI Southern India Regional Office, No. 9, Wheat Crofts Road, Nungambakkam Chennai – 6000034	Ms. Sara Arokiaswamy, Regional Director – SIRC Mr. C. Murugan, Senior Executive Assistant Ph: 044 – 28279898 / 25268685; (M) 9443796311 E-mail: siro@icsi.edu;chelliah.murugan@icsi.edu
WIRO (WESTERN INDIA REGIONAL OFFICE)		
30th November, 2019 (Saturday)	ICSI Western India Regional Office, 13, 56, 57 Jolly Maker Chambers No. II, Nariman Point, Mumbai - 400021	Dr. Rajesh Kumar Agrawal, Regional Director- WIRC Ms. Lachhmi Bhatt, Assistant Director Ph: 022 – 61307923 E-mail: lachhmi.bhatt@icsi.edu
NIRO (NORTHERN INDIA REGIONAL OFFICE)		
30th November, 2019 (Saturday)	ICSI – NIRC Building, Plot No. 4, Prasad Nagar Institutional Area, New Delhi - 110005	Mr. K. C. Kaushik, Regional Director – NIRC Mr. Himanshu Sharma, Executive Admin Ph: 011-49343000/49343007; (M) 9810867263 E-mail:niro@icsi.edu;himanshu.sharma@icsi.edu
EIRO (EASTERN INDIA REGIONAL OFFICE)		
30th November, 2019 (Saturday)	ICSI Eastern India Regional Office, 3A, Ahiripukur 1st Lane, Kolkata – 700019	Dr. Tapas Kumar Roy, Regional Director- EIRC M:97325 86604 Mr. Tamal Kar, Assistant Director Ph: 033 – 22901065 / 22832973; (M) 9051258797 E-mail: eiro@icsi.edu; tamal.kar@icsi.edu



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Headquarters

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Connect with ICSI

www.icsi.edu |      | Online Helpdesk : <http://support.icsi.edu>

VISION

"To be a global leader in promoting
good corporate governance"

ICSI Motto

सत्यं वद। धर्मं चर। इष्टार्कं तेन त्रुप्तेः अर्बिदे ह्यु तेन ब्रह्म।

MISSION

"To develop high calibre professionals
facilitating good corporate governance"

The Company Secretaries who got their ACS membership on or after 1 January, 2018 till 31 October, 2019 shall participate in the drive.

MODALITIES:

1. You are requested to kindly register through the link <http://bit.ly/RecruiterRegistrationICSIMPD-II> to participate in the Placement Drive.
2. Placement process would start at 10:00 AM on the scheduled date. The allotted slot would be intimated to you by the respective ICSI Regional Offices after receipt of your confirmation for participation in the ICSI MEGA PLACEMENT DRIVE - II. Allotment of time slot to organizations would be based on availability and sole discretion of the Institute.
3. The participating Companies/Firms are required to send the offer of appointment to the Candidate through the Institute only. The Companies/Firms participating in the Placement Drive are required to submit the list of shortlisted candidates in the format given by ICSI, duly signed on the same day of drive.
4. On Spot offers would be highly solicited.
5. No TA/DA would be paid to organizations.

CS Ranjeet Pandey
President, The ICSI

CS Ashok Kumar Dixit
Officiating Secretary, The ICSI

CS Praveen Soni
Council Member & Chairman,
Placement Committee, The ICSI

Mr. Ritesh Kumar
Deputy Director, Placement Cell, The ICSI



For details contact: Ph: 0120-4082124; E-mail: placement@icsi.edu