

APPOINTMENTS

Punjab State Grains Procurement Corporation Limited (PUNGRAIN), Chandigarh requires Chartered Accountants, Financial Assistants, Tally Data Entry Operators and Legal Assistants on contractual basis. For details of number of posts, qualification & other requirements please logon to our website www.foodsuppb.gov.in.

APPOINTMENTS

Punjab State Grains Procurement Corporation Limited (PUNGRAIN), Chandigarh requires the following staff on contractual basis:

Sr No	Name of Post	Consolidated Salary (per Month)	Qualification & Experience	Place of Posting
1	Chartered Accountant	Rs. 45,000/-	Chartered Accountant with one year experience in Public/ Private organization or Chartered Accountants Firm/ Company.	Distt.Office : 12 Head Office : 1 Chandigarh (SC-7, BC-1, Ex. ServiceMan-3 (SC-1, GEN-2), PH-1, SPORTS PERSON-1
2	Legal Assistant	Rs. 25,000/-	LLB from recognized university with 3 years of experience in Public/ Private organization	Distt.Office : 2 Ex. ServiceMan-2 (Gen-1, SC-1)
3	Financial Assistant/ Assistant Accountant	Rs. 24,000/-	M.Com from recognized university or C.A. Inter and computer applications diploma/ certification with knowledge of tally accounting software with 5 years of experience in Public/ Private organization.	Distt.Office : 2 Head Office : 1 (SC-3)
4	Tally/ Data Entry Operator	Rs. 18,600/-	B.Com from recognized university and computer applications diploma/ certification, knowledge of tally accounting software with 3 years of experience in Public/ Private organization	Distt.Office : 1 (SC-1)

(Abbreviations : SC-Scheduled Cast, BC-Backward Class, ESM- Ex Serviceman, PH-Physically Handicapped, SP-Sports Person, GEN-General)

Note : In addition to the educational qualifications and experience, the candidates are required to possess the following qualifications as well:

- 1) The candidates should have passed examination of Punjabi language upto Matric standard.
- 2) Candidates should be between 18 to 37 years of age as on 31.01.2018 and for reserved categories, relaxation shall be as per policies of Punjab Government.
- 3) Preference will be given to the candidate with higher qualification & experience.
- 4) Candidates applying under reserved categories shall enclose certificate to that effect issued by competent authority.

Application on plain paper with latest photograph and attested copies of certificates, giving full particulars of educational qualification, experience, preferred place of posting and DD of Rs. 250/- in the name of MD Pungrain payable at Chandigarh, be submitted to General Manager (Accounts), Pungrain, Anaaj Bhawan, Sector 39-C, Chandigarh (Phone No. 0172-2690137) upto 31-08-2018 till 05:00 PM. Candidates belonging to reserved categories are not required to submit the fee.

By order
Managing Director
Pungrain

Date: 10-Aug-2018