

PUDUCHERRY SMART CITY DEVELOPMENT LIMITED

No.2, Old Court Building, Bussystreet, Puducherry-605001.

Expression of Interest for Engagement of Company Secretary on Part time basis for Puducherry Smart City Development Limited, Puducherry

Puducherry Smart City Development Limited (PSCDL) is a company incorporated under Companies Act, 2013 by the Government of Puducherry for Implementation of Smart City Projects having its registered office at No.2, Bussy Street, Old Court Building, Puducherry-1.

Applications are invited from Individuals/Firm for “Engaging a Company Secretary on Part Time Basis” for the Puducherry Smart City Development Limited by following due process. The Company Secretary is expected to deliver the work as per Companies Act and as desired by PSCDL. The Application may be downloaded from the Puducherry Smart City Development Limited website www.pondicherrysmartcity.in (or) can be had from the office of the Puducherry Smart City Development Limited in the above address.

The last date for receipt of application by post or by hand is 29th July 2019 till 5:00 pm. and the filled in application shall be submitted in a sealed envelope superscribing on the cover “Expression of interest for appointment of Company Secretary for Puducherry Smart City Development Limited”. PSCDL reserves all rights for selection of the Company Secretary and the decision of the Company in all matters pertaining to selection process shall be final and binding.

Place: Puducherry
Date: 15th July 2019

For and on behalf of
Puducherry Smart City Development Ltd.

**CHIEF EXECUTIVE OFFICER
PSCDL**

PUDUCHERRY SMART CITY DEVELOPMENT LIMITED
No.2, Old Court Building, Bussystreet, Puducherry-605001.

Affix a latest
Photo here

1. Name of the Post applied for :
2. Name :
3. Date of Birth :
4. Address for communication :
5. Contact Number :
6. E-mail id :
7. Educational Qualification :
8. Details of Knowledge in Computer :
9. Brief Particulars of Experience with
Nature of duties performed in terms
of Company Secretary and Companies
Act (starting from last appointment) :

SI.NO.	Name of the Ministry /Dept./Company	Period		Post held	Nature of work
		From	To		

10. Details of last pay drawn :
(Copy of Salary Certificate may be enclosed)

11. **Expected Monthly Salary**
(Including TA/DA etc.,) (In Rs.) :

12. Additional information if any, in
support of the suitability of the post :

Declaration

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle and I shall be made myself available as and when Puducherry Smart City Development Limited calls for my service.

Place:

Signature of Applicant

Date: