

 <b>Urban Ring Development Corporation Limited</b> Recruitment of Chief Financial Officer 				
Post	Qualification and Experience	Salary Upto in RS	No. of Post	Age Upto
Chief Financial Officer	I. Recognized by The Institute of Chartered Accountant of India with minimum 3 years experience as Chartered Accountant in any recognized firm or Government Organization. Or II. Recognized by the Institute of Cost Accountant of India with minimum 5 years experience as Cost Accountant in any recognized firm or Government Organization or III. MBA/M.Com with minimum 10 years of relevant experience in any recognized firm or government Organization. <b>Role:</b> To perform all the duties as “ <b>Chief Financial Officer</b> ” of the Limited Company and any duty as assigned by competent authority of the company	Rs. 60,000/-	(01)	45 years as on 31.03.2021

### **Submission of Application**

The Candidate need to send their application in the prescribed format, by Speed Post/RPAD (**through postal department only**). Application must be send in hard copies with duly filled application form along with detailed resume, contact information, photograph, and all necessary documents to “**Company Secretary, Urban Ring Development Corporation Limited**” from 10.03.2021 to 20.03.2021 (except public holiday) between 11.00. am to 5.45 pm at “ Urban Ring Development Corporation Limited, Fourth Floor, SUDA Bhavan, Opp. Aagam Arcade, Vesu-Abhwa Road, Vesu-Surat-395007”. The envelope should be superscribed with the name of the post applied. Application received after 20/03/2021 and stipulated time as above will not be considered.

### **Criteria for Selection**

The candidates screened on the basis of academic qualification and experience will be called for personal interview.

The total marks of Educational Qualification, Experience and Personal Interview will be counted for final selection.

The candidate should have communication skills in both English and Gujarati languages and a good knowledge of Finance, GST, Income Tax and Companies Act/Law.

For selection or rejection of any candidate MD-URDCL shall be the final authority on behalf of URDCL

**Appointment:**

Appointment of the Candidate will be on 11 months contract basis and no other benefits will be provided apart from remuneration. Remuneration mentioned above shall be decided & fixed depending on the qualification, experience and performance in the interview of the candidate.

**The Following attested documents are required to be attached with Application form.**

- 1) H.S.C Marksheet along with passing Certificate
- 2) Mcom/MBA Marksheet along with passing Certificate
- 3) Final Marksheet of Chartered Accountant/Cost Accountant along with passing Certificate
- 4) Work Experience Certificate(s)
- 5) Any other marksheet/certificate

**Your Faithfully  
Name & Signature**

**Encl:**



### Application Form



Affix Latest Photo

**Advertise no.** : \_\_\_\_\_

Signature

**Name of Post** : Chief Financial Officer

**Name** : \_\_\_\_\_

**Father's Name** : \_\_\_\_\_

**Permanent Address** : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Present Address** : \_\_\_\_\_  
\_\_\_\_\_

**Contact No.** : \_\_\_\_\_

**Date of Birth** : \_\_\_\_\_

**Gender** : \_\_\_\_\_

**Marital Status** : \_\_\_\_\_

**Language Known** : \_\_\_\_\_

**Nationality** : \_\_\_\_\_

**Education Qualification**

Degree	Board/University	Year of Passing	Percentage

Experience Detail					
Sr. No.	Name of the Firm/Company Organisation/Institute	Designation	Duration (DD/MM/YY)		Total Experience in Month(s)/Year(s)
			From	To	

**Other Detail :**

---

---

---

---

**Your Faithfully  
Name & Signature**