



TAMILNADU CEMENTS CORPORATION LIMITED

(A GOVERNMENT OF TAMILNADU UNDERTAKING)

Corporate Office: L.L.A.Building, 735, Anna Salai, Chennai- 600 002.

Phone:044-28525461 Fax :28523991 website: www.tancem.com e-mail: personnel@tancem.com

NOTICE OF RECRUITMENT

Applications with Photostat copies of all certificates are invited for the following post in the prescribed format furnished hereunder:-

Position	...	Company Secretary (on contract basis) for one year
No. of vacancy	...	01 (One)
Qualification & Experience	...	<ol style="list-style-type: none">1. Any Degree with ACS (Preference to the additional qualification of CA/ICWA with and for having served in Public Sector Undertaking2. Minimum of 10 years experience as Company Secretary in a reputed organization
Pay	...	Consolidated pay of Rs.50,000/- per month



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Position	...	Chief Accounts Officer (on contract basis) for one year
No. of vacancy	...	01 (One)
Qualification & Experience	...	<ul style="list-style-type: none">Retired Chief Accounts Officer from Government Department / PSU
Pay	...	As per Government norms.

The application form and other details related to age, qualification, experience etc. are available in TANCEM website www.tancem.com. Last date of receipt of application is 10 days from the date of this publication and the management reserves its right to accept or reject any application without assigning any reason

SENIOR MANAGER (P&A) /DEPUTY COLLECTOR



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Application Form

REF No :

Post Applied for :

I. Personal Data	
Name (in Capitals)	
Father's /Spouse Name	
Sex	
Date of Birth & Age	
Place of Birth (Village/Town/District/state)	
Nationality	
Religion	
Mother Tongue	
Community/Caste	OC / BC / BC(M) / MBC & DC / SC / ST
Employment Reg.No. and Name of District	
Priority Details (Priority / Non-Priority) If priority, furnish details	
Marital status	Married/Unmarried/Widow/ / /
Family Members (Specify Name/ Relationship / Age/ Occupation)	
Permanent Address	
Present Address	
Address for communication & Contact Phone No.	



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II. Educational Data (Give details of schooling and university/Institution)

From	To	Name of Institution	Qualification	% of Marks	

III. Experience

Year		Name of the Employer	Post held	Salary drawn	Reason for leaving
From	To				

IV. Physical Data & General information's

Blood Group	
Height(in cms)	
Weight(in kgs)	
Present status of Health (Major illness/Physical disabilities, if any) Specify with dates of any serious illness or major operation undergone	
Extra- curricular activities	
Hobbies	
Name & Address of two References	
Any Relative or acquaintance working in this Corporation ?, If so give details	
Any additional information which you may desire to furnish	

I declare that the above information's furnished by me are true to the best of my knowledge and belief.

Date:

Signature of the Applicant