



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(Statutory Body under an Act of Parliament)
CMA Bhawan, 3 Institutional Area,
Lodhi Road, New Delhi-110003

Phone : +91-11-24622156-57-58, 24618645
Fax : +91-11-43583642
Website : www.icmai.in

Ref. No.:CMA/DEL/PD/2017-18

Date: 28th December, 2017

NOTICE

Subject: Engagement of Cost Trainees/Trainees in Professional Development Department at New Delhi

The Professional Development Department of the Institute of Cost Accountants of India requires Qualified Cost Accountants (Final passed) as Cost Trainees and Commerce Graduate with MBA qualification as Trainees to be posted at New Delhi Office of the Institute to carry out various jobs in the PD Department. The eligible candidate should have the following additional qualities:

- Working knowledge of latest application software like MS Office,
- Good written and oral communication skills,
- Good knowledge of latest professional activities / developments,
- Ability to work in a team.

The terms and condition of Cost Trainees/Trainees are:

1. The period of engagement is for TEN Months from date of joining. However, it may be terminated earlier, if so necessary.
2. This engagement as Cost Trainee/Trainee is not a regular employment in the Institute and it will not confer right or privilege whatsoever in any manner on the part of such a trainee for regularization or continuous engagement in the Institute.
3. A consolidated monthly honorarium of Rs.20,000/-(Rupees Twenty Thousand only) will be paid during the period of engagement.
4. Cost Trainee/Trainee will be required to attend the office regularly on all working days and be guided by the Institute's working hours. He will not be entitled to any paid leave as such but as a special case he will be allowed one day leave per month.
5. Any other terms as may be imposed by the Institute from time to time

Interested candidates may send their resume to pd@icmai.in by 4th January, 2018 positively.

Shortlisted candidates will be called for a written test and personal interview. No TA/DA will be paid for appearing in the personal interview/written test.

Sd/-
CMA S.C.Gupta
Director (PD &CPD)