



COLGATE GLOBAL BUSINESS SERVICES PRIVATE LIMITED

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CIN - U72900MH2013PTC239521

July 11, 2016

To,
The Chairman,
The Institute of Cost Accountants of India,
Mumbai Region.

Sub: Engage students as Cost Trainees

Dear Sir,

As discussed, we would like to engage students who have cleared ICWA Inter/Final for a period of 6 months (extendable to 2 years) as Cost Trainees with our organization, Colgate Global Business Services Private Limited.

The nature of the job would be as follows:

- Prepare monthly costing reports
- Calculate and update products cost
- Fixed Assets accounting
- Calculate and post Journal Entries
- General Ledger reconciliation

The trainees would be expected to adhere to the rules and regulations of the Company. They would be paid a consolidated stipend as per Company standards.

Interested students may mail their updated resume to us on cgbs_emp_referral@colpal.com

Contact Number: 61783880 / 61783699

A brief about the organization is attached herewith.

Thanking you.

Very truly yours,

COLGATE GLOBAL BUSINESS SERVICES PRIVATE LIMITED

BHAVNA SANGHVI

ASSISTANT MANAGER – HUMAN RESOURCES