

National Small Industries Corporation Limited (NSIC) is a premier and fast growing Central Public Sector Enterprise, an ISO 9001-2000 certified company, with Corporate Office in New Delhi and Branches in all major cities of the country requires qualified and experienced professionals at the level of Deputy Manager. The detailed eligibility criteria, pay scales etc. are given below:

Deputy Manager, Pay Scales: Rs. 16400-40500 (IDA) (Pre-revised Rs. 8600-250-14600)				
Area	Eligibility / educational qualification	Age limit*	Experience requirement	
Finance & Accounts	Graduate from a recognized University and should have passed the final examination of either the Institute of Chartered Accountants of India or Institute of Costs and Works Accountants of India.	27-35 years	Should have post-qualification five years experience in a responsible capacity in Finance & Accounts Department.	
Business Development & Marketing	Graduate from a recognized University with a professional degree of MBA/ PG Diploma in Business Management (equivalent to MBA) with specialisation in Marketing from a recognised University / Institute.	27-35 years	Should have post-qualification experience of at least 5 years in a responsible capacity in the field of marketing and business development.	

\* Relaxable by 5 years for SC/ST/PH(O.H.) and 3 years for OBC.

Reservation will apply as per Government guidelines.

The post carry besides pay, Dearness Allowance on Industrial D.A. pattern and other fringe benefits like Employees Provident Fund, HRA, CCA, Transport Allowance, LTC, Medical etc. as per rules of the Corporation.

The incumbents for all the posts should have computer proficiency and are liable to serve in any part of the country. Management of the Corporation reserves the right to fill up or not to fill all posts or fill up a few posts. The Corporation also reserves the right to fill up the post (s) on contract basis on fixed consolidated remuneration. Mere eligibility will not vest any right in any candidate being called for interview and the Corporation's decision in this regard shall be final and NO CORRESPONDENCE will be entertained in this regard. Applications not in the prescribed format, without signatures and photographs or received after due date will not be considered. Employees working in Government / PSEs should route their applications through proper channel or produce No Objection Certificate at the time of interview. Reimbursement of TA/DA (on production of original tickets) for attending interview by shortest route from place of residence to place of interview by Second Class Sleeper (ordinary) will be made only to those outside SC/ST candidates who are not working in Central / State Govt. / PSU/Local Government Institution and Panchayats.

Typed applications giving complete particulars in the prescribed format with two copies of latest passport size photographs (one pasted and other stapled) and self attested copies of all testimonials such as certificates/marks sheets/ experience certificates should be sent by post to General Manager (I/c.) (HR), National Small Industries Corporation Limited, "NSIC Bhavan", Okhla Industrial Estate, New Delhi – 110 020, so as to reach latest by 18.5.2009 by superscribing the envelope 'Application for the post of \_\_\_\_\_'. The applicant must enclose a self-addressed envelope with Rs.6/- stamp affixed thereon. Applications not in the prescribed format and incomplete will summarily be rejected.

APPLICATION FORMAT

1. Post applied for : .....
2. Name : .....
3. Date of Birth & Age : .....
4. Sex (Male/Female) : .....
5. Category (Gen/SC/ST/OBC/PH(OH)/Others): .....
6. Address for communication (with  
Tel/Mobile etc.) : .....
7. Name & address for communication  
Of immediate Reporting Officer of  
Present employer : .....
8. Qualification  
a) Academic with full details  
b) Professional with full details
9. Details of Experience  
(Starting from the present employment)  
  
a) Name of the Organisation  
b) Designation  
c) Working from – to  
d) Present Job responsibility  
e) Scale of pay  
f) Details of allowances
10. Professional training attended with details : .....
11. Two references, out of which one should  
Be from current / last employer with their  
Full particulars and contact details : .....

(Signature of candidate)

Place:

Date: