



Delhi Financial Corporation

(A Govt. of Delhi Undertaking)

Plot No. 37-38, Pankha Road Institutional Area, D-Block, Janakpuri, New Delhi-110058
Tel. : 28525036-39, Fax : 28525041 E-mail : dgmdfc.delhi@nic.in Website : www.dfcdelhi.nic.in

Vacancies for the posts of Asstt. General Manager (Accounts) and Manager (Accounts)

Applications are invited for filling up the posts of Asstt. General Manager (Accounts) and Manager (Accounts) on regular basis to be posted in any Branch of the Corporation in **Delhi and Chandigarh** as per details given below :-

Name of the Post	Asstt. General Manager (Accounts)	Manager (Accounts)
Pay Band + Grade Pay	Rs.15600 – 39100 + 6600 G.P.	Rs.15600 – 39100 + 5400 G.P.
No. of Posts	01 (UR)	01 (UR) PwD-OH
Age Limit as on the last date of submission of application as per advt.	Not exceeding 40 years (relaxable on reservations as per Govt. guidelines.	Not exceeding 35 years (relaxable on reservations as per Govt. guidelines.
Educational & Other Qualifications with experience	Chartered Accountant from the ICAI with at least 05 years experience in the Government, Semi-Government organizations including the commercial/ banking / financial institution.	Chartered Accountant from the ICAI with 02 years experience in financial institution / banking / CA firm / reputed company. Good knowledge of accounting software. Preference will be given to BCA/PGDCA.

Interested eligible candidates may send their complete details in the prescribed proforma which can be downloaded from our website. The application superscribing on the sealed envelop for the post applied for along with self attested photocopies of the documents and latest passport size photograph may be sent to Asstt. General Manager (Pers.), Delhi Financial Corporation on the above mentioned address by Speed Post only latest by 16.02.2015 and no application after this date will be accepted. Those who are already in service may send their application through proper channel within the stipulated period, no advance copy will be entertained. One candidate can apply for one post only. No TA/DA will be admissible to the candidate if called for test/interview. The Corporation also reserves the right to accept or reject any of the application without assigning any reason.

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DELHI FINANCIAL CORPORATION
NEW DELHI

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PROFORMA

Application for the post of ----- in the Pay Band of
Rs. + Grade Pay of Rs. in Delhi Financial Corporation, New
Delhi.

1. Name of the Applicant : -----
2. Father's Name / Husband's Name : -----
3. Date of Birth (DD/MM/YY) : -----
4. Residential Address : -----

5. Correspondence Address : -----

6. Category to which belong whether : -----
SC/ST/OBC/GEN.
7. Person with Disability (OH) (Yes/No): -----
8. Telephone Nos. : Office ----- Residence -----

Mobile -----

9. Educational Qualification:

S.No.	Exam Passed	Name of College / University / Institute	Percentage of Marks	Year of Passing

10. Professional Qualification:

S.No.	Exam Passed	Name of College / University / Institute	Percentage of Marks	Year of Passing

11. Details of experience from the commencement of service:

S.No.	Name of Office with address	Post held	Period		Nature of Duties	Monthly emoluments / Pay Band + Grade Pay
			From	To		

12. Remarks (if any) : _____

Signature : _____

Name (In capital letters): _____

Date : _____