



# Delhi Financial Corporation

(A Govt. of Delhi Undertaking)

Plot No. 37-38, Pankha Road Institutional Area, D-Block, Janakpuri, New Delhi-110058  
Tel.: 28525035-39, Fax : 28525041 E-mail : dgmdfc.delhi@nic.in Website : www.dfcdelhi.nic.in

## Vacancy for the post of Manager (Accounts)

Applications are invited for filling up the post of 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	Manager (Accounts)
Pay Band (+) Grade Pay	15600-39100(+ )5400 Grade pay
No. of Posts	01 - Reserved for Person with Disability (PwD)OH
Age Limit as on the last date of submission of application as per advt.	Not exceeding 35 years (relaxable on reservations as per Govt. guidelines.
Educational & Other Qualifications with experience	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 applications super scribing on the sealed envelope for the post applied for alongwith self attested photocopies of the documents and latest passport size photograph may be sent to Asstt. General Manager (Personnel), Delhi Financial Corporation on the above mentioned address by Speed Post only latest by 30.11.2015 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. 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.

*Handwritten signature/initials*

**DELHI FINANCIAL CORPORATION**  
**NEW DELHI-110058**



**FORMAT**

Application for the post of Manager (Accounts) in the pay band of Rs. 15600-39100 (+) Grade Pay of Rs. 5400 in the 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 belongs whether SC/ST/OBC.Gen. \_\_\_\_\_
7. Person with Disability (PwD) (OH) Yes/ No \_\_\_\_\_
8. Telephone No. Office \_\_\_\_\_ Residence \_\_\_\_\_  
Mobile \_\_\_\_\_
9. Educational qualification \_\_\_\_\_

S.No.	Exam. Passed	Name of College/University/Institute	Marks (%)	Year of Passing

10. Professional Qualification \_\_\_\_\_

S.No.	Exam Passed	Name of College/ University/ Institute	Marks (%)	Year of Passing

11. Details of experience from the commencement of service

Sl.No.	Name of the office with address	Post held	Period (From -To)	Nature of duties	Monthly emoluments Pay band(+)GP/ Consolidated Salary(Rs.)

12. Remarks (if any) \_\_\_\_\_

Signature \_\_\_\_\_  
Name (in capital letters)

Date: \_\_\_\_\_