



TAMIL NADU MEDICAL SERVICES CORPORATION LIMITED

No.417, Pantheon Road, IInd Floor,

Egmore, Chennai – 600 008.

Phone: 044-28191890, 28190259 Fax: 044-28190636

The Tamil Nadu Medical Services Corporation Limited, Chennai, proposes to fill up the vacant post of Company Secretary cum Chief Accounts Officer in the Pay Band of Rs.15600-39100 + Grade Pay Rs.7600/- plus allowances as applicable for the post (Gross salary will be approximate Rs.46,000/-). The Educational/Professional qualifications and the experiences for the post are available in the website www.tnmsc.com/www.tnhealth.org. **Interested candidates may apply through online in the prescribed form hosted in the above website and also send a hard copy along with photo copies of certificates duly attested by any one of the Gazetted Officers with a recent passport size photograph to the Managing Director, Tamil Nadu Medical Services Corporation Limited, No: 417, Pantheon Road, 2nd Floor, Egmore, Chennai – 600 008 on or before 25.10.2013.** The date of interview will be intimated later by post/email to the qualified candidates.

Sd/-
Managing Director.

TAMIL NADU MEDICAL SERVICES CORPORATION LIMITED, CHENNAI – 8

Direct Recruitment for the post of
Company Secretary cum Chief Accounts Officer

1	Name of the Post	:	Company Secretary cum Chief Accounts Officer
2	Pay Band	:	Rs.15600-39100 + Grade Pay Rs.7600/- plus other allowances applicable for the post.
3	Qualification	:	<ol style="list-style-type: none">1. Must possess a degree from a recognized university:2. Must be an Associate of the Institute of Chartered Accountants of India (or) Institute of Cost & Works Accountants of India.3. Must be an Associate of the Institute of Company Secretary of India:
4	Experience	:	<ol style="list-style-type: none">1. Should have experience for a period of not less than 5 years as Company Secretary cum Chief Accounts Officer.2. Provided that a person holding B.L.Degree of any recognized University in addition to the qualifications prescribed in Sl.No: 3 above shall be preferred.
5	Age	:	40 Years
6	Probation	:	Two years within a continuous period of 3 years.