



**Delhi Tourism & Transportation Development Corporation Ltd.,
18-A, DDA SCO Complex Defence Colony,
New Delhi-110 024**

Recruitment Notice

Applications are invited from eligible candidates for appointment to the post of Company Secretary in DTTDC on regular basis. The eligibility criteria is as under:-

No. Of Post	One
Age Limit	Upto 45 years as on the date of advertisement
Educational Qualification	Associate Member/Fellow of the Institute of Companies Secretaries of India (ICSI) constituted under the Companies Secretaries Act,1980
Experience	Should have atleast 10 years working experience, post qualification in a reputed organisation out of which 05 years should have been in a PSU as a full-fledged Company Secretary
Desirable	(I) Degree in Law from a recognized University. (II) Post Graduation in Commerce from a recognized University
Classification	Group 'A'
Level / Scale of pay	Level – 12 (7 th CPC) (Pre-Revised – Rs. 15600-39100 + Grade Pay Rs.7600)
Period of Probation	02 years

Applications from **eligible candidates must reach this office on or before 10.05.2023 through post at the above mentioned address or through email ID i.e. personneldivision123@gmail.com.**

General Manager