



Redg, Office :
B/10, Madhavpura Market,
Nr. Police Commissioner Office,
Shahibaug Road,
Ahmedabad-380 004.

Phone : 91-79-40097020
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Mobile : 91-98985 79959
E-mail : tirupati_finlease@yahoo.com
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FIN-LEASE LTD.

Ref. No. :

Date :

Date: 27-06-2019

To,
Ahmedabad Chapter ICSI
Chinubhai Tower,
Ashram Road,
Ahmedabad

Dear Sir/madam,

Sub: Appointment of Company Secretary in our Organization


We require a Qualified Company Secretary with 0-2 year of Experience

The Details are as under:

Company Name	TIRUPATI FIN-LEASE LIMITED
Incorporation year	1993
Brief profile of the company	Dealing in Shares and Securities
Industry Type	BSE LISTED & REGISTERED NBFC
Contact Number	9898094851 / 9898579959
Email id	vittuagarwal@gmail.com/ tirupati_finlease@yahoo.com
Offered Role	Company Secretary & Compliance Officer
Work Profile	BSE, SEBI, RBI and ROC Compliance, Maintaining Documents and Registers, Dealing in some legal cases of the company and other event based compliance and requirement
Work Location	Shahibaug Ahmedabad
Proposed Salary	Rs. 20000 - Rs 30000 basis on experience & knowledge
Educational Qualification	Qualified Company Secretary (plus LLB is preferable)
Experience Required	0-2 years
Preference	Local candidate with quick joining is preferable

Interested Candidates may send their CV on the above mentioned email or call on the above mentioned contact number.

For, Tirupati Finlease Limited


Authorised Signatory