

SHUANGMA MACHINERY (INDIA) PRIVATE LIMITED

Registered office :

Plot No. A/46, of "Swagat Industrail Park" Bakrol Bujrang,

Taluka- Daskroi Ahmedabad Ahmedabad GJ 382430 IN

Web. : www.shuangma.in

CIN: U29308GJ2017FTC095747

December 27, 2019

To

The Institute Of Company Secretaries of India
Ahmedabad Chapter

Sub: **VACANCY FOR THE POST OF COMPANY SECRETARY**

This is with reference to above mentioned subject, I, request the office of Ahmedabad Chapter of WIRC of ICSI to kindly publish the below mentioned advertisement either on the Notice Board and/or Portal of the Chapter.

Organization Name	SHUANGMA MACHIENRY (INDIA) PRIVATE LIMITED
Year of Establishment	2017
Industry type	Manufacturing of Machinery
Contact Number	+079 2646 4153
Mail ID	clients208@gmail.com
Offered role	Whole time Company Secretary
Work profile	1. Knowledge of Company Law. 2. Routine Secretarial Work. 3. Roc Filling 4. Drafting Agreements. 5. Maintenance of Statutory Records
Work location	Taluka- Daskroi Ahmedabad
Type	Job
Proposed Salary	As per Industry Standards.
Educational qualifications	Qualified Company Secretary
Work Experience Required	0-1 Year

Interested Candidates may send Resume on above Mail ID.

**FOR SHUANGMA MACHINERY (INDIA) PRIVATE LIMITED
(Formerly known as Shuangma Machienry (India) Private Limited)**

Authorised Signatory