Moneycare Finance & Leasing Private Limited

Shukun Arcade, 3rd Floor, Nr. Medi-Surge Hospital, Mithakhali Six Road, Ahmedabad-6
Tel. No.: (079) 26561700 Fax: (079) 26561701 E-mail: bipin@cyberdesign.co.in
CIN : U65990MH1992PTC067683

April 20, 2019

To,
The Institute of Company Secretaries of India
Ahmedabad Chapter

VACANCY FOR COMPANY SECRETARY

Organisation Name	Money Care Finance and Leasing Private Limited
Established Year	July 14, 1992
Brief Profile of Organisation	Private Company Limited by Shares
Contact No.	079 2656 1700
E-mail id.	bipin@cyberdesign.co.in
Offered Role	Company Secretary
Work Profile	ROC Compliances Company Law Works Filing of forms with ROC Drafting and other Event based Compliance Conducting of Board Meetings, General Meetings etc. Preparation of Minutes
Work Location	Shukun Arcade, 3rd Floor, Near HCG Hospital, Mithakhali Six Road, Ahmedabad – 380006, Gujarat
Type	Full Time
Proposed Salary	Rs. 22,000 - Rs. 25,000 per month (Based on Knowledge, Experience and Skills)
Education Qualification	Company Secretary
Experience	Fresher or 1 year
Joining Date	As soon as possible

Interested Candidate can send their resume on the above-mentioned E-mail id.

Thanking You.

Yours Faithfully
For Money care Finance & Leasing Private Limited

MONEY CARE FINANCE & LEASING PRIVATE LIMITED MUMBAI

Bipin Doshi
Director
DIN: 00500213