

भारतीय राष्ट्रीय
उपभोक्ता सहकारी
संघ मर्यादित



National Cooperative
Consumers' Federation
of India Ltd.

ADVERTISEMENT

NCCF/HO/P&A/ADV./2023-24/ 6756

DATE: 01.02.2024

Applications are invited for the following posts purely on contract basis for deployment in the Branch Offices Varanasi and Satna of National Cooperative Consumers' Federation of India Ltd. (NCCF).

S. No	Post	No. of Post	Place of posting	Qualification / Experience	Contract Period	Max. Age limit	Consolidated Fee
1	Assistant Manager	02	Varanasi Branch (Uttar Pradesh)-01 Satna Branch (Madhya Pradesh)-01	At least graduate with 3 yrs. Experience in supervisory capacity in the line concerned in a Coop. / Comm. Concern of repute. Exp. in procurements & distribution of Agriculture/Hoti-Culture Commodities in Govt. Organization / Public Sector Undertakings or National/State level Cooperative organizations in the equivalent post. -Knowledge of Computers is also required.	Initially for 01 year	Max. 45 Yrs. (relaxable in deserving cases)	Rs.45,000/- per month
2.	Accountant	02	Varanasi Branch (Uttar Pradesh)-01 Satna Branch (Madhya Pradesh)-01	Person with B.com/M.com/ CA Inter/ CA/CS/ CWA/MBA finance or equivalent qualification Minimum experience - 8 years especially at Senior Level Must have team handling experience Person should be responsible for entire Finance & Accounting Operations Accounting, Finance, Taxation for the branch Guide entire finance & accounting team over operations Sounds knowledge of Accounts, TDS, Income tax, Advance Tax. Branch	Initially for 01 year	Max. 45 Yrs. (relaxable in deserving cases)	Rs.30,000/- per month

For
Subscrip
01/02/2024

एनसीयूआई काॅम्प्लैक्स, 3, सिरी इन्स्टीट्यूशनल ऐरिया, अगस्त क्रान्ति मार्ग, नई दिल्ली-110016
5th Floor, NCUI Complex, 3, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi - 110016
दूरभाष/Ph. No. +91-11-41680056 | ई-मेल/E-mail : chairmannccf@gmail.com | वेबसाइट/Website : www.nccf-india.com
NCCF is an autonomous body under administrative control of Department of Consumer Affairs, Govt of India

5. The working hours will be from 9:30 am to 6:00 pm from Monday to Friday normally but may be extendable and can be extended on holidays also.
6. It is clarified that in addition to the above, no further benefits shall be granted by the Federation.
7. Upon selection the candidate shall observe all rules and regulations of the Federation.
8. Initially, your posting will be at Branch Offices, NCCF as mentioned in advertisement and any other Branch decided by the Competent Authority and may require travelling across the State depending upon the official work.
9. Highest order of secrecy with regards to the work or confidential information of the Federation and/or its subsidiaries shall be maintained and in case of any breach of trust, appointment may be terminated by the Federation without any notice.
10. The Federation lays emphasis on all statutory compliances and compliance with various statues in the area of operations, shall be ensured.
11. The Federation reserves the right to terminate the employment without assigning any reasons at any given point of time.

Method of Selection:

- 1) The eligible candidates will be short-listed on the basis of relevant work experience and suitability.
- 2) The selection will be made on the basis of test/personal interview of eligible shortlisted candidates.
- 3) No TA /DA / fare shall be paid either for attending the personal interview or joining the post in NCCF.

Interested applicant fulfilling the eligibility criteria prescribed may apply in the standard application format enclosed as Annex-I on or before 15th February, 2024 by 2:00 PM afternoon in the business hours along with all supporting documents including brief write-up on his/her experience profile in sealed cover to reach the following address by speed post/courier or through e-mail admincell@nccf-india.com. The application received after due date will not be considered.

“The Incharge (P&A)”
National Cooperative Consumers’ Federation of India Ltd. (NCCF)
3, Siri Institutional Area, NCUI Complex, August Kranti Marg, Hauz Khas,
New Delhi – 110016.

The envelope containing the application form must be superscripted as
“APPLICATION FOR THE POST OF _____”.

Yours sincerely
Shakti Singh
01/2/2024
For
(Shakti Singh)
Incharge (P&A)

APPLICATION FORM

NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LTD. (NCCF)
3, Siri Institutional Area, NCUI Complex, August Kranti Marg, Hauz Khas, New
Delhi – 110016

Phone: 011-40194608, Website: admincell@nccf-india.com.

APPLICATION FOR THE POST OF " _____ "

1. Name of Applicant : _____
2. Date of Birth : _____, Age as on 15.02.2024 _____
3. Father's Name : _____
4. Category : GEN/SC/ST/OBC/PWD
5. Address :
- (a) Corresponding/Mailing : _____
- (b) Permanent : _____
6. Mobile/Telephone No. : _____
7. Email Address : _____

8. Educational Qualifications :

Qualification	Month & Year of Passing	Board / University / Institute	Subject/Specialization	Division / % of Marks	Year of Passing
Graduation					
Post-Graduation					
Professional Qualification					
Others					

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For Subcell
21/02/2024

9. Working Experience:

S. No.	Period of Employment		Duration (No. of years, month)	Name of Organisation with place of posting	Position / post / Designation on held	Nature of experience / Job profile
	From	To				

Other Relevant Experience, if any: _____

10. Any other information : _____

UNDERTAKING

"I hereby undertake to inform that the above information is true and correct as per my best knowledge. I understand that if any information submitted by me is found to be false, my candidature for the post may be rejected by the National Cooperative Consumers' Federation of India Ltd. (NCCF).

Place: _____
Date: _____

Signature: _____

Note: Please attach all the relevant documents/papers for qualifications and experience.

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01/02/2024