

Ref: TTL/P&A/CS/2017

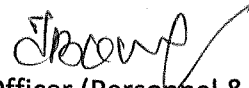
Date: 12.10.2017

WANTED COMPANY SECRETARY

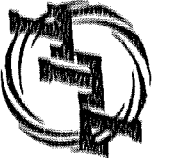
Tamilnadu Telecommunications Limited, Chennai (a company listed NSE/BSE and Joint venture of TCIL & TIDCO) invites applications for the post of Company Secretary in Secretarial department on regular basis. The annual CTC is around Rs.4 to 5 Lakhs, which consist of Basic, DA, HRA, CCA, EPF, Medical Allowance, Leave salary & Gratuity etc., The interested candidates should be ACS with minimum post qualification experience of one year. Eligible candidate may apply to the Executive Officer (Personnel & Administration), Tamilnadu Telecommunications Ltd, OFC Division, E18B-24 CMDA Industrial Complex, Maraimalai Nagar – 603 209, Chennai with their CV and testimonials alongwith duly filled application format on or before 21.10.2017. Also forward the applications to our e-mail ID "ttladmin@ttlofc.in".

Note: 1) Download the application format from "www.ttlofc.in" website.

2) Experience in listed companies will be an added advantage.



Executive Officer (Personnel & Administration)



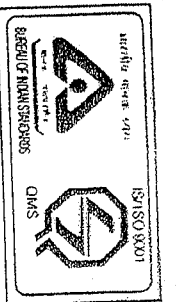
TAMILNADU TELECOMMUNICATIONS LIMITED

(A Joint venture of TCIL, a Govt. of India Enterprise &
TIDCO, a Govt. of Tamilnadu Enterprise)

OPTICAL FIBRE CABLE DIVISION

APPLICATION FORMAT FOR RECRUITMENT

(ONE FORM FOR ONE POST ONLY)



1. Post Applied For : _____

PASTE RECENT
PASSPORT SIZE
PHOTOGRAPH

2. Personal Details

a) Name	b) Father's Name/Husband's Name
c) Date of Birth	d) Age as on today
e) Sex	f) Marital Status
g) Passport Details (No. & Valid upto)	h) Place of Issue Passport
i) Category (SC/ST/OBC/GEN)	Nationality

3.	Address for Correspondence	Permanent Address
	Address	
	Tel No.	
	Mobile No.	
	E-Mail	

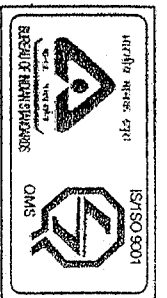
(Signature of Candidate)



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OPTICAL FIBRE CABLE DIVISION



4 (a). Academic Qualifications in descending order

Sl. No.	Examination Passed	Name of Institution/University	Year of Passing	% of Marks/Grade	Specialization

4 (b). Professional Qualifications

Sl. No.	Examination Passed	Name of Institution/University	Year of Passing	% of Marks/Grade	Specialization

4 (c). Certification (if any)

Sl. No.	Course/ Certification	Field	Name of Institution/University	Year of Passing

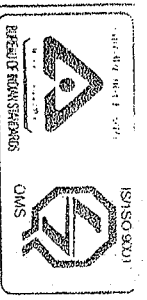
(Signature of Candidate)



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6 Total Post Qualification Experience in years :

7.	Any other information relevant to the job :

Note :

1. If the sheets above are not sufficient please attach extra sheets, wherever necessary.
2. Mentioned the list of documents attached alongwith the form.

(a).....

(b).....

(c).....

I certify that the information given above is true and correct.

(Signature of Candidate)