



## PUNJAB LOGISTICS INFRASTRUCTURE LIMITED

A Joint Venture of Container Corporation of India Ltd. (CONCOR) and Punjab State Container and Warehousing Corporation Ltd. (CONWARE)

**S.C.O. 74-75, Sector 17-B, Chandigarh-160017**

### WALK-IN-INTERVIEW

Punjab Logistics Infrastructure Limited (PLIL), a Joint Venture Company of Container Corporation of India Limited (CONCOR - a Navratna Public Sector Undertaking under Ministry of Railways, Govt. of India) and Punjab State Container and Warehousing Corporation Limited (CONWARE – wholly owned State Govt. Company) registered under the Companies Act, has set up a Multi Modal Logistics Park in District Ludhiana (Punjab). The company intends to hire self-driven, multi-tasked key personnel for the post of ACFO and ACS on contract basis initially for a period of 02 years, for which Walk-in-Interview shall be conducted on 02/12/19 from 11:00 AM onwards.

**Advt. No.PLIL/HR/Vacancy/2019 dated 31/10/19**

Sr. No.	Post Code	Name of Post	Job Specification (applicable as on 01.10.2019)	
			Age	Educational Qualification, Experience & Remuneration
01	ACFO	Asstt. Chief Financial Officer	30 Years (should have been born on or after 30.09.1989 if no age relaxation is applicable)	<p><b>Qualification:</b> Chartered Accountant (member of The Institute of Chartered Accountants of India)/Cost Accountant (member of The Institute of Cost Accountants of India).</p> <p><b>Post Qualification Experience:</b> Minimum one year. Preference will be given to candidates having experience in Finance/Accounts work in any Central or State Govt. undertaking. Candidate should be conversant with working in a computerized environment. (Self-Employment Certificate not permitted)</p> <p><b>Job Specification:</b> Will be responsible for accounting, financial planning, budgeting, costing, payroll, auditing, company operations, accounting software and general operations of the company etc.</p> <p><b>Monthly Remuneration:</b> Rs.40,000/-.</p>
02	ACS	Asstt. Company Secretary	30 Years (should have been born on or after 30.09.1989 if no age relaxation is applicable)	<p><b>Qualification:</b> CS (Member of The Institute of Company Secretaries of India).</p> <p><b>Post-qualification Experience:</b> Minimum one year. Preference will be given for experience of secretarial functions in a listed company and/or having performed such functions in any Central or State Government undertaking. Further, candidate who is CA (Inter) or ICWA (Inter) will also be given preference. The candidate should be conversant with working in a computerized environment. (Self-Employment Certificate not permitted)</p> <p><b>Job Specification:</b> The incumbent is required to ensure compliance of business laws, corporate laws &amp; financial regulations. Maintenance of records of shareholders, investments &amp; expenditure of the company. Assistance in dealing with stock exchange matters of the co., organising AGMs, board meetings &amp; preparing Company Annual Reports. Advising BOD &amp; directors about their legal responsibilities. Responsible for all regulatory compliances of the company and ensuring corporate governance &amp; statutory certifications etc.</p> <p><b>Monthly Remuneration:</b> Rs.40,000/-.</p>

### SELECTION PROCESS

- Candidates are requested to fill the prescribed Application Form (available at <http://www.plil.co.in>, [www.concorindia.com](http://www.concorindia.com), [www.pswc.in](http://www.pswc.in)) complete in all respects. The dully filled up Application Form to be submitted at the Registration Desk at the venue of the Interview for the initial screening. After screening of Application and verification of documents, candidates will be shortlisted for appearing in the Interview.
- Based on the credentials and performance in the interview, the candidates will be empaneled and the offer of Appointment will be issued to the suitable candidate in the order of merit.
- Candidates are required to enclose self-attested copies of all supporting documents viz. date of birth, marks sheet & degree certificate of educational/Technical qualifications, experience certificate, caste certificate, disability certificate, proof of Ex-Servicemen etc. as applicable, along with application form and produce the original documents for verification.
- PLIL may adopt higher criteria in case of receipt of more number of applications meeting the eligibility criteria.
- If required, the interview may be rolled over to the next day and in such a case, the candidate has to make his/her own arrangement for stay. No compensation will be payable in this regard.

## **GENERAL INSTRUCTIONS**

1. The appointment is purely on Fixed Tenure Basis and it is not against any permanent vacancy. This placement will not entitle any candidate to claim for regular/permanent employment in Punjab Logistics Infrastructure Limited or CONCOR.
2. Only Indian Nationals are eligible to apply.
3. The incumbent is liable to be transferred/posted in any office of Punjab Logistics Infrastructure Limited (PLIL) at the discretion of PLIL/CONCOR. The selected candidate should be able to join at the earliest.
4. Candidates working in Govt. organization/PSUs are required to produce No Objection Certificate (NOC) from their present employer at the time of Interview. The candidate will bring proper relieving letter from their present employer in the event of selection in PLIL at the time of joining.
5. Mere fulfilling of eligibility criteria shall not confer any right on the applicant for being called for the interview/appointment. Canvassing in any form will disqualify the candidate.
6. PLIL reserves the right to cancel/amend the advertisement and/or the selection process at any point of time without any notice.
7. Please note that no TA/DA shall be paid to any candidate for appearing in the selection.
8. No correspondence will be entertained for non-calling of candidate for interview or for non-selection.
9. Candidates should ensure that they fulfill the eligibility criteria prescribed for the post they have applied for. In case, it is found at any stage of selection process or even after appointment that the candidate has furnished false or incorrect information or suppressed any relevant information/material facts or does not fulfill the criteria, his / her candidature / services are liable for rejection / termination without any notice.
10. Corrigendum/clarifications on this advertisement, if any, shall be published on the PLIL's website [www.plil.co.in](http://www.plil.co.in) only. Candidates are required to visit our website regularly.
11. All disputes/cases related to this recruitment process are subject to jurisdiction of Courts at Chandigarh only.
12. PLIL reserves the right to relax age/experience/qualification & other eligibility criteria in case of deserving candidates.
13. Age is relaxable in case of Ex-servicemen/Person with disability (PwD) candidates as per Govt. of India rules.
14. Appointment to the post is subject to the candidate being medically fit as per Rules and standards of Company. Appointment of selected candidates may also be subject to reference checks/police verification.
15. For any queries regarding this recruitment, please send E-mail to [vpsingh.ceo.plil@gmail.com](mailto:vpsingh.ceo.plil@gmail.com) or contact +91-9779200301 on all working days from 10 AM to 06 PM (Monday-Saturday).
16. Candidates can download the Application Form from PLIL's website [www.plil.co.in](http://www.plil.co.in), [www.concorindia.com](http://www.concorindia.com) , [www.pswc.in](http://www.pswc.in).

**Date and Time for registration for interview:-09:00 AM to 12:00 PM dated 02/12/19**

**Date & time of Walk-in-Interview :- 02/12/19 from 11:00 AM onwards**

**Venue :- Regenta Central Klassik, Royal Orchid Hotels, Opp. Model Town, Link Road, Ludhiana - 141002,**



**APPLICATION FORMAT**  
**Advt. No. PLIL/HR/VACANCY/2019**

**BEFORE FILLING UP APPLICATION FORMAT, PLEASE READ THE INSTRUCTIONS AND CONDITIONS GIVEN IN DETAILED RECRUITMENT ADVERTISEMENT. (FILL IN CAPITAL LETTERS & SIGN ALL PAGES)**

Affix a recent passport size photograph

01. (i) Post applied for.....

02. Name: (in Block/Capital letters) (As in Matriculation or equivalent certificate)


03. Indicate category to which you belong by marking '✓' in the appropriate box

SC	<input type="checkbox"/>	ST	<input type="checkbox"/>	UR	<input type="checkbox"/>	OBC	<input type="checkbox"/>
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04. Date of Birth (as recorded in Matriculation or equivalent certificate)

D	D	M	M	Y	Y	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

05. Gender:  Male  Female ( Mark '✓' in the appropriate box)

06. Father's Name:


07. Whether Person with Disability (PWD)? (Mark '✓' in the appropriate box)

If yes, nature of disability  and its Degree in %

08. Whether Ex-serviceman?  NO  YES (Mark '✓' in the appropriate box)

(i) If yes, indicate your Armed forced Service  ARMY  Navy  Air Force

(ii) Period of Service in Armed Force:

**From** **To**

D	D	M	M	Y	Y	Y	Y	D	D	M	M	Y	Y	Y	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

09. Marital Status (Mark '✓' in the appropriate box.)

Unmarried  Married  Divorced  Widow  Others

10. Telephone Number

Mobile

Land Line (with STD Code)



15. Last/ Present Annual Cost to Company (CTC) : \_\_\_\_\_  
And, Last/ Present Pay Scale (if working in Govt./ Public Sector) : \_\_\_\_\_  
Type of Scale (CDA/IDA) : \_\_\_\_\_

16. List of Enclosed Copies of Certificates / Testimonials:

- |       |        |
|-------|--------|
| (i)   | (vi)   |
| (ii)  | (vii)  |
| (iii) | (viii) |
| (iv)  | (ix)   |
| (v)   | (x)    |

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**DECLARATION:** I hereby declare that all statements made in this application are true, complete and correct to the best my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the advertisement, my candidature / appointment is liable to be cancelled / terminated at any time without any notice. I hereby agree that any legal proceeding in respect of matters or claims or disputes arising out of this application and / or out of said advertisement can be instituted by me in Courts under jurisdiction of Chandigarh.

Place: .....

Date: .....

Signature of the Candidate

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