

## Assistant Finance Officer :

- Qualification** : M.Com and additional post graduate diploma in Finance (MBA) desirable.  
**Experience** : 5-6 years in Finance, Accounts, Regulatory Compliances  
**Technical Education** : Tally 9 ERP, MS Office applications (Word, EXCEL, PPT etc.,) and other Computer  
**Age** : 30-35 years  
**Salary** : Regular 6th PC Pay-scale of a Jr.Officer

Expected completion of the requirement by : 30-8-2011

Detailed Job Description will be mailed to the requesting.

Apply in confidence to the Director, IRMRA, to [info@irmra.org](mailto:info@irmra.org), with the subject-line carrying the post name of Assistant Finance Officer, as the requirement is urgent.

## ■Accounts Assistants :

A dynamic, smart and hard working Accounts Assistant required to be engaged on contractual basis upto 3 years with annual review, with following requirements :

- Qualification** : B.Com – First class passed (High 2nd class may be considered)  
**Technical Education** : Tally ERP, MS Office etc.  
**Age** : 25-30 years  
**Experience** : 3-5 years rich experience in audit firms etc., on complex accounts domain areas and r  
**Salary** : Rs. 8000 to 12000 p.m. (depending on merit)

(Apply in confidence to the Director, IRMRA, as the requirement is urgent)