

Tamil Nadu Urban Infrastructure Financial Services Limited
19, T.P.Scheme Road, Raja Annamali puram, Chennai 600 028
Phone: 044-24643104 website: www.tnuifsl.com
email: hr@tnuifsl.com

TNUIFSL/HRD/REC/II/2023-24/02

13.10.2023

Sub: Recruitment for the post of Assistant Managers / Officers

1. Profile of the Organisation:

Tamil Nadu Urban Infrastructure Financial Services Limited (TNUIFSL) is a Public Limited Company promoted by Government of Tamil Nadu and is functioning under the administrative control of Municipal Administration & Water Supply Department, Government of Tamil Nadu.

TNUIFSL manages various funds such as Tamil Nadu Urban Development Fund (TNUDF), Water and Sanitation Pooled Fund (WSPF) and other Government Grant Funds. The main tasks of the company include project development, project appraisal, project structuring, resource mobilization and fund management.

2. Requirement:

TNUIFSL would like to recruit candidates in the cadre of Assistant Managers / Officers. The qualification and other criteria prescribed for the posts are furnished below:

(i). Assistant Manager (Project Appraisal):

- a. Qualifications: Bachelor's Degree in Engineering with MBA (Finance) on regular stream.
- b. Experience: Having not less than two years of post qualification experience in the areas of appraisal of projects for funding including financial appraisal, financial structuring and project financial management.
- c. Salary package: The CTC for the post will be about Rs. 8.39 lakhs per annum (Rs.69,920/- per month with gross salary of Rs.51,800/-, other benefits Rs.13,830/- plus performance pay which is variable on annual basis, however, Rs. 4,290/- pm for the first year of employment).
- d. Age: Not exceeding 40 years as on 01.10.2023.

(ii). Assistant Manager (Consultancy Division):

- a. Qualifications: Bachelor's Degree in Civil / Environmental Engineering with Postgraduate degree in Environmental Engineering/ Structural Engineering.
- b. Experience: Having not less than two years of post-qualification experience in dealing with project appraisal, consultancy and project development.
- c. Salary package: The CTC for the post will be about Rs. 8.39 lakhs per annum (Rs.69,920/- per month with gross salary of Rs.51,800/-, other benefits Rs.13,830/- plus performance pay which is variable on annual basis, however, Rs. 4,290/- pm for the first year of employment).
- d. Age: Not exceeding 40 years as on 01.10.2023.

iii. Assistant Manager (Risk Management):

- a. Qualifications: Bachelor's Degree with Associate Member of Institute of Chartered Accountants of India (ACA) / Associate Member of Institute of Cost Accountants of India (ACMA).
- b. Experience: Having not less than two years of post qualification experience in identifying, assessing, and monitoring risks; developing risk mitigation measures; preparing statements on compliances and reporting on Risk Management.
- c. Salary package: The CTC for the post will be about Rs. 8.39 lakhs per annum (Rs.69,920/- per month with gross salary of Rs.51,800/-, other benefits Rs.13,830/- plus performance pay which is variable on annual basis, however, Rs. 4,290/- pm for the first year of employment).
- d. Age: Not exceeding 40 years as on 01.10.2023.

iv. Assistant Manager (Secretarial):

- a. Qualifications: Bachelor's Degree with Associate Member of the Institute of Company Secretaries of India (ACS).
- b. Experience: Having not less than two years of post-qualification experience in secretarial works and compliances as per the provisions of the Companies Act, 2013, filing of forms with RoC, administrative and other related functions.
- c. Salary package: The CTC for the post will be about Rs. 8.39 lakhs per annum (Rs.69,920/- per month with gross salary of Rs.51,800/-, other benefits Rs.13,830/- plus performance pay which is variable on annual basis, however, Rs. 4,290/- pm for the first year of employment).
- d. Not exceeding 40 years as on 01.10.2023.

v. Assistant Manager (Finance & Accounts):

- a. Qualifications: Bachelor's Degree with Associate Member of Institute of Chartered Accountants of India (ACA) / Associate Member of Institute of Cost Accountants of India (ACMA).
- b. Experience: Having not less than two years of post-qualification experience in handling Finance and Accounts, Audit Project financial management and compliances.
- c. Salary package: The CTC for the post will be about Rs. 8.39 lakhs per annum (Rs.69,920/- per month with gross salary of Rs.51,800/-, other benefits Rs.13,830/- plus performance pay which is variable on annual basis, however, Rs. 4,290/- pm for the first year of employment).
- d. Not exceeding 40 years as on 01.10.2023.

vi. Officers:

- a. Qualifications: Bachelor's Degree with CMA (Inter) / CA (Inter) / MBA (Finance) on regular stream.
- b. Experience: Having not less than two years of post-qualification experience in handling Finance and Accounts, Audit, Project financial management and compliances.
- c. Salary package: The CTC for the post will be about Rs. 6.12 lakhs per annum (Rs. 50979/- per month with gross salary of Rs.37,785/-, other benefits Rs.10,074/- plus performance pay which is variable on an annual basis however, Rs. 3120/- pm for the first year of employment).
- d. Age: Not exceeding 35 years as on 01.10.2023.

3. (i). Place of work: Chennai

- (ii). Application format can be sourced from www.tnuifsl.com.
- (iii). Last date for receipt of application is up to 5.00 pm on or before 06.11.2023.
- (iv). Separate application should be submitted for each post.

Please note that the completed application along with the copies of documents for educational qualifications, experience & age can be sent to TNUIFSL, No.19, T.P. Scheme Road, Raja Annamalaipuram, Chennai 600028 directly or through mail to hr@tnuifsl.com up to 5.00 pm on or before 06.11.2023.

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Format for Application for the post of Assistant Manager

1. Name		Photo		
2. Father's/Husband's name				
3. Date of Birth and Age (photocopy of certificate to be enclosed)				
4. Address for Communication E mail Mobile No.				
5. Educational Qualifications: (photocopies of certificates to be enclosed)				
Degree/Diploma	Regular / part time / correspondence	Year of Passing	Grade (%)	Name of University
6. Computer proficiency				
7. ACA/ACMA (Membership):	No.	Date of enrolment:		
8. Experience & Employment Details: (photocopies of certificates to be enclosed)				
i.	Total experience:			
ii.	Details of experience:			
	Employer's Name & Address	Designation	Period of service	
			From	To
iii.	Areas of experience			
iv.	Salary drawn (latest)			
9	Languages known :	Read	Write	Speak
10.	Time required to join			
11.	Any other information of the candidate relevant to the post			
Declaration: I hereby declare that all the foregoing information given by me is true and correct. I shall furnish any other relevant information as and when required by the management				
	Place	Signature		
	Date	Name		

Format for Application for the post of Officer

1. Name		Photo		
2. Father's/Husband's name				
3. Date of Birth and Age (photocopy of certificate to be enclosed)				
4. Address for Communication E mail Mobile No.				
5. Educational Qualifications: (photocopies of certificates to be enclosed)				
Degree/Diploma	Regular / part time / correspondence	Year of Passing	Grade (%)	Name of University
6. Computer proficiency				
7. ACA/ACMA (Membership):	No.	Date of enrolment:		
8. Experience & Employment Details: (photocopies of certificates to be enclosed)				
i.	Total experience:			
ii.	Details of experience:			
	Employer's Name & Address	Designation	Period of service	
			From	To
iii.	Areas of experience			
iv.	Salary drawn (latest)			
9	Languages known :	Read	Write	Speak
10.	Time required to join			
11.	Any other information of the candidate relevant to the post			
Declaration: I hereby declare that all the foregoing information given by me is true and correct. I shall furnish any other relevant information as and when required by the management				
	Place	Signature		
	Date	Name		