



# KANPUR SMART CITY LIMITED

Nagar Nigam Mukhyalay,  
3<sup>rd</sup> Floor, Moti Jheel,  
Kanpur - 208002  
Tel.: +91 512 2541258, 2546194

## RECRUITEMENT NOTICE

Kanpur Smart City Limited invites application for following posts.

POST	QUALIFICATION REQUIRED	ESSENTIAL	SALARY	No. of Post
Company Secretary (CS)	CS. Member of Institute of Company Secretaries of India. Preference will be given to those candidates who are Chartered Accountants/Cost Accountants/LLB or LLM too.	Minimum 07 Years of working Experience in the Corporate Sector with good knowledge of dealing with legal and regularity matters under Companies Act, preferably in Infrastructure Company. Govt./Semi-Govt./PSU experience is desirable	1- 1.00 TO 1.5 LAKHS per month (Negotiable)	01
Chartered Accountant	CA. Member of Institute of Chartered Accountants of India.	1-2 years	50,000 TO 70,000 per month	01
Junior Engineer (CS/IT)	BE/ BTech (CS/IT)	2 - 3 years	30,000 - 35,000 per month	01
Assistant Manager - Finance & Accounts	B. Com & M.Com	2-3 years' experience in Cost Accounting works in Govt./ Semi Govt./ PSU is desirable (Well versed in Tally ERP)	35,000 - 40,000 per month	01
Social Media Handler	Graduate in any stream with 60% marks. Diploma or certificate course in Graphic Designing and Social Media Handling.	2 years' experience in Govt./Semi Govt./PSU corporate. Skilled in Developing Contents, Graphic Designing for Social Media. Social Media Tools Handling.	20,000 - 25,000 per month	03
Office Assistant	Graduate in any stream with 60% marks. Diploma in Computer/CCC Certification.	2 Years' experience in Govt/Semi Govt/PSU corporate. Proficient in MS Office. Proficient in typing in English & Hindi.	20,000 - 25,000 per month	01

- Applicants may find the relevant details on official website of Kanpur Smart City Ltd, Kanpur – <https://www.kanpursmartcity.org> starting from Dated 18-12-2021.
- Applicants can download Application form for respective post from official website of Kanpur Smart City Ltd, Kanpur –<https://www.kanpursmartcity.org>.
- Start Date of Application Form download from 18-12-2021.
- Applicants have to send their respective duly filled self-attested applications form along-with relevant documents on given E-mail address [kscl.recruitment2021.22@gmail.com](mailto:kscl.recruitment2021.22@gmail.com) and have to submit all hard copies along-with application form in the office of Nodal Officer, Kanpur Smart City Ltd., Nagar Nigam Mukhyalay, 3<sup>rd</sup> Floor, Moti Jheel, Kanpur up to Dated -27.12.2021.
- Last Date to Apply - 27/12/2021 up to 05:00 PM.
- Date of Interview 30/12/2021,
- All related information and Corrigendum's will only be available on official website of Kanpur Smart City Ltd.

*[Handwritten Signature]*  
17/12/2021

**Add. Chief Executive Officer  
Kanpur Smart City Limited.**