

Company Profile

SIFL is a PSU engaged in the manufacture of forgings with Carbon Steel, Alloy Steel, and Titanium Alloy, Aluminium Alloys etc., catering to the needs of Aerospace, Defence, Railways, Oilfield, Heavy Engineering Sectors and exports. The company also has got a Precision Machining Unit at Shornur. The Company is on the threshold of expansion, and desires to fill up the following vacancy:

Job Profile & Qualification

Post	EXECUTIVE TRAINEE (FINANCE)
Vacancy	One (Permanent Post)
Category	General
Job Profile	The incumbent shall be entrusted with the accounting functions of the company and shall report to the General Manager (Finance)
Responsibility	Maintain full set of accounts independently. Incumbent must have excellent knowledge of tally accounting package. Prepare timely internal and external reports. Assist in maintaining good internal control procedures and will be responsible for Financial accounting, Budgeting, Cost planning, Inventory control, Credit control, Accounts payable and reconciliation, Pay roll and salary fixation, statutory compliance.
Qualification	Essential: CA/CMA Desirable: Membership of Institute of Company Secretaries of India (ICSI)
Experience	Not mandatory. However any experience in the related field would be an added advantage.
Age Limit	Maximum age limit for the above post is 26 years as on 01.01.2019 with usual relaxation.
Details of Appointment including salary package	The appointment in the first one year will be as Trainee on a stipend of Rs.15,000/- p.m. On successful completion of the training period the incumbent will be placed on probation for a period of 2 years into the regular scale of pay of Rs. 18740-500-21240-560-24040-620-2714-680-29860-750-32860-820-33680 in Junior Management category. This Emolument includes DA at Government rates and HRA totalling to around Rs. 41,895/- <u>Other Benefits on confirmation of probation includes</u> <ul style="list-style-type: none">• Medical reimbursement, Leave Encashment, Contributory Provident Fund (CPF), Gratuity, Accident Insurance etc.• During training period only CPF & Accident insurance may be given
How to apply	Candidates shall submit their applications via ONLINE MODE ONLY . Applications submitted via any other medium and incomplete applications will be summarily rejected. Candidates may apply by filling the prescribed application form given in the website of www.siflindia.com or www.cmdkerala.net . Candidates are required to upload their <ul style="list-style-type: none">• Detailed CV along with details of present salary drawn, if any• Self-attested copies of certificates to prove age, qualification and experience• Passport size photograph (taken within six months) and signature• The candidates who claim equivalent qualification instead of qualification mentioned in the notification shall upload the relevant Government Order/university letter to prove the equivalency
Application Fee	The fee for general category is Rs.500/- and fee for SC/ST is Rs.250/-. Candidates can make the payment through the ONLINE mode only. The application form is integrated with the payment gateway. The payment can be made by using Debit Cards, Internet Banking, etc by providing information as asked on the screen.
Management reserves the right to reject the candidature/cancel the recruitment process at any stage without assigning any reason.	

