



REQUIRES **COMPANY SECRETARY**

The Company: GIPCL is a Rs. 3,800 crore asset base fast growing company in the power sector with its corporate headquarters at Vadodara with more than 1000 MW installed capacity. The company's facilities are located at Vadodara and near Surat. GIPCL is currently taking giant leap in the Renewable energy sector by 112 MW Wind power projects and 162 MW PV based Solar power projects at various locations in Gujarat.

The Company is professionally managed and has excellent growth record.

Qualification: Qualified Company Secretary, preferably with LL.B.

Experience: At least 12 years of post qualification experience in a large industrial organization of which preferably 4 years as Head of the Secretarial Department. He should have thorough knowledge of matters relating to Company Laws, SEBI, Stock Exchange and other statutory compliances & legal provisions, ensuring compliance as per requirements of other statutory agencies. Person with legal background will be preferred.

Age Limit : Preferably not more than 40 Years as on the date of advertisement..

Remuneration: Pay includes attractive salary; performance based variable pay, medical reimbursement, CPF, gratuity, superannuation, etc.

Candidates meeting the criteria may forward:

1. A detailed bio-data with recent passport size photograph.
2. Details as per attached EMPLOYMENT APPLICATION FORM.

Within 10 days of issue of the advertisement to:

Senior Manager (HR&A)
Gujarat Industries Power Company Limited
PO Petrochemical - 391 346, Dist. Baroda (Gujarat)
ram@gipcl.com

GUJARAT INDUSTRIES POWER COMPANY LIMITED

EMPLOYMENT APPLICATION FORM

Application for the post of: _____

(All columns should be filled in properly. If necessary separate sheets may be attached)

1.	Full Name	:				
2.	Address for communication	:				
3.	Permanent Address	:				
4.	Email	:				
5.	Telephone & Mobile Number	:				
6.	Date of Birth	:				
7.	Qualifications	:	Degree/diploma/ Certificate	University/ Institute	Passing Year	%
		:				
		:				
8.	Experience	:	Organisation (Full address &	Position Held	Period (From – To)	Specific Duties
		:				
		:				
		:				
9.	Languages Known	:		Read	Write	Speak
		:	English			
		:	Mother Tongue/Gujarati			
		:	Hindi			
10.	Present Salary p.m. (CTC)	:				
11.	Expected CTC	:				
12.	Notice period	:				
Place						
Date:						
(Signature)						