



कानपुर विद्युत आपूर्ति कम्पनी लिमिटेड

(उ० प्र० सरकार का उपक्रम)

पंजीकृत कार्यालय— 14/71, सिविल लाइन्स, केसा हाउस,
कानपुर, उ० प्र०, (भारत)—208001

वेबसाईट—www.kesco.co.in; ई—मेल:— companysecretary@kesco.org.in
CIN: U40105UP1999SGC024626; फोन नम्बर— 0512 2530832

REF: CS/TRAINEE/0013/2024-25

DATE: 22.07.2024

OFFICE MEMORANDUM

To engage One (1) CS Industrial cum Management Trainees for a period of 21 months at a fixed Stipend of Rs. 40,000/- per month, the applications are invited from Member of ICSI having degree of Law. The updated Biodata/CV shall be sent through email to companysecretary@kesco.org.in in prescribed format (Annexure A) latest by 27th July 2024. No other Mode shall be accepted.

Interview shall be conducted at Lucknow, Uttar Pradesh 226001 through physical mode only. Date, venue and time shall be intimated separately.

Sd/-

(Pallavi Khurana Malhotra)
Company Secretary



कानपुर विद्युत आपूर्ति कम्पनी लिमिटेड

(उ० प्र० सरकार का उपक्रम)

पंजीकृत कार्यालय- 14/71, सिविल लाइन्स, केसा हाउस,

कानपुर, उ० प्र०, (भारत)-208001

वेबसाईट-www.kesco.co.in; ई-मेल:- companysecretary@kesco.org.in

CIN: U40105UP1999SGC024626; फोन नम्बर- 0512 2530832

ANNEXURE A

1. APPLIED FOR : COMPANY SECRETARY MANAGEMENT CUM INDUSTRIAL TRAINEE
2. NAME OF THE APPLICANT
HINDI :
IN ENGLISH :
3. FATHER'S FULL NAME :
HINDI :
IN ENGLISH :
4. MOTHER'S FULL NAME :
HINDI :
IN ENGLISH :
5. SPOUSE'S FULL NAME :
HINDI :
IN ENGLISH :
6. DATE OF BIRTH: DATE MONTH YEAR
7. GENDER : MALE FEMALE
8. MARITAL STATUS : Married Unmarried
9. CASTE :
10. RELIGIOUS:
11. NATIONALITY
12. (a) ADDRESS FOR COMMUNICATION
(b) PERMANENT ADDRESS
(c) email ID :
(d) Mobile :

Photo
(not older
than 3
months)

13. ACADEMIC QUALIFICATIONS (FROM CLASS XTH ONWARDS):

S.No	Name of Exam passed	Name of Institute / Examinating body	Year of passing	Marks Details		Percentage (xx.xx%)
				Max. Marks	Marks Obtained	
1						
2						
3						
4						
5						

14. DETAILS OF EXPERIENCE (in the order of recency)

S. No	ORGANISATION NAME	POST HELD	PERIOD		NATURE OF WORK EXPERIANCE
			FROM	TO	
1					
2					
3					
4					
5					

15. ANY OTHER DETAILS (relevant for this post)