



**KSRTC-SWIFT LTD.**  
(A Government of Kerala Undertaking)

No. KSRTC-SWIFT/57/2023

September 04, 2023

**NOTIFICATION**

KSRTC-SWIFT Ltd., (A Government of Kerala Undertaking), invites applications from qualified and competent candidates on contract basis for appointment to the post of **Assistant General Manager (Finance)**. Interested candidates may apply directly by filling the prescribed application form given in the websites of KSRTC-SWIFT Ltd. ([www.ksrtcsswift.kerala.gov.in](http://www.ksrtcsswift.kerala.gov.in)) and Kerala State Road Transport Corporation ([www.keralartc.com](http://www.keralartc.com)). The details are given below. The last date for submission of application in the prescribed format is **September 20<sup>th</sup>, 2023 (05:00 P.M.)** in the address of the **Chairman & Managing Director, KSRTC SWIFT Ltd., opposite lulu mall, Anayara p o, Thiruvananthapuram, Kerala-695029**. The applications received in email or any other means or after the last date and time of submission of the applications will not be considered.

**DETAILS OF POST**

The details regarding the qualification and experience required, number of vacancies, age limit and remuneration are given in the table below.

Sl. No.	Post	Qualification and Experience	Upper Age Limit (as on Sep 01, 2023)	Consolidated pay (Rs.) per Month
1.	Assistant General Manager (Finance) No. of vacancy: 01	CA/ICWA/CFA <u>Experience:</u> 5 years of supervisory experience in a large business organization.	40 years	75,000

(The Contract for the selected candidate will be initially for one year and further extension of contract on yearly basis will be based solely on his/her performance.)

## General terms and conditions:

- The candidates should be able to write and speak fluently in Malayalam.
- Those candidates who are willing to work beyond office hours need only apply.
- The applications shall be accompanied by all the necessary documents to prove identity, qualification and experience.
- It shall be noted that admittance to various stages of the recruitment will be provisional only, and will not confer any claim unless various other conditions of selection processes are satisfied. Detailed scrutiny of the applications/credentials will be conducted before interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of the candidature.
- KSRTC-SWIFT Ltd. reserves the right to shortlist only a limited number of candidates for written test/group discussion/interview, as the case may be for the post, based on marks secured in their qualifying examination and/or years of relevant experience. Candidates should clearly mention the marks scored in their qualifying examination in the application. The onus of proving the conversion from grade/CGPA to percentage of marks would rest with the candidate.
- Canvassing in any form will lead to disqualification. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice. KSRTC-SWIFT Ltd. reserves the right to fill or not to fill the post advertised.
- No TA/DA shall be paid for attending interview.
- The document in original has to be produced at the time of document verification for those candidates called for interview.
- **Candidates shall submit their applications in hard copy only along with the self attested copies of the documents to prove their educational qualification and work experience as mentioned above. Applications submitted via any other medium will be summarily rejected.**

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## KSRTC SWIFT LTD



Application for the post of Asst. General Manager (Finance)  
on Contract basis in KSRTC-SWFT Ltd.

Affix a recent  
Passport Size  
Photograph  
taken within 6  
months

1.	Name of the candidate as recorded in the educational certificate	:					
2.	Father's Name	:					
3.	Date of Birth as recorded in the educational certificate	:					
4.	Age as on 01-9-2023	:					
5.	Educational and other qualifications (starting with higher qualification first):						
	Course	Specialization	University/ Board	Institution	Month & Year of Completion	Percentage of Marks	Class
a)							
b)							
c)							
d)							
e)							

*Attach self attested copies of the certificates to prove the educational qualification*

6. Work Experience (Starting with last experience first)					
	Name of the Institution	Designation of the Post Held	Period From	Period To	Tasks & Duties performed (not more than 10 words in each post)
a)					
b)					
c)					
d)					
<i>Attach self attested copies of the certificates to prove the work experience</i>					
7.	Permanent Address with Pin code		:		
8.	Address for communication With Pin Code, Mobile Number & email id.		:		

Declaration

I do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any particular information given above being found false or incorrect, my candidature for the post is liable to be rejected and my services are liable to be terminated forthwith without any notice to me.

Name & Signature of the candidate

Place :

Date :