



KUDUMBASHREE BROILER FARMERS
PRODUCER COMPANY LTD.

KUDUMBASHREE BROILER FARMERS PRODUCER COMPANY LTD.
DOT SPACE BUSINESS CENTRE
TC 24/3088, Usha Sandya Building
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www.keralachicken.org

0001/HR/19/KBFPCL/00065

22.10.2020

Notification- Accounts Assistant

Kudumbashree Broiler Farmers Producers Company Limited intends to take up Accounts Assistant for performing a variety of tasks in the company. Interested candidates shall send their duly filled application form and copies of relevant documents mentioned to *The Chairman & Managing Director, Kudumbashree Broiler Farmer's Producer Company Limited, 2nd Floor, TRIDA Rehabilitation Building, Medical College P.O., Thiruvananthapuram - 695011, Kerala on or before 13.11.2020, 3 PM.* To download notification and application form please visit www.keralachicken.org.in.

Education Qualification:

Bachelor of Commerce (B. Com) plus Tally. Good typing skills preferred.

Experience:

Minimum two year's of relevant accounting experience.

Annual CTC: Rs 2,40,000/-

No of Vacany: 1

Age Limit: Below 35 years

Roles & responsibilities:

Accounts Assistant is responsible for assisting Accountants and other financial professionals with creating and editing financial documents, organize the bookkeeping processes of the company, evaluate financial budgets and track expenses, draft and report financial presentations

He/She is expected to have good computer skills with a knowledge of common spreadsheet programs

Selection Procedure

Appropriate candidates shall be selected on the basis of written test and interview by the designated team for the purpose. The date and venue for the same will be intimated through email and telephone.

Sd/-

Chairman & Managing Director
Kudumbashree Broiler Farmers Producer company Limited

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APPLICATION FOR THE POST OF ACCOUNTS ASSISTANT

1	Name				
2	Age & Date of birth as on 13.11.2020 (age should not be more than 35 years) (Copy of Aadhaar to be attached)				
3	Sex				
4	Nationality				
5	Religion				
6	Caste				
7	Phone Number : Land Mobile				
8	Email ID (Shall be legible, all future correspondence will be through email ID only)				
9	Permanent Address				
10	Address for Communication				
11	Total post qualification experience(in number of years)				
12	Academic Qualifications(SSLC onwards)	(self-attested copies to be enclosed)			
	Qualification	Name of Institution	Name of University	Year of Passing	% of Marks

13	Post qualification experience if any (Attach separate sheets if required) (self-attested copies to be enclosed)				
	From	To	Name of Organization	Designation	Nature of Work
14	Any pre-qualification experience				
15	Any other information (Attach separate sheets if required)				

Self-attested copies of academic qualifications, experience and proof for age to be enclosed along with the application. Incomplete/ ineligible/defective applications will be **summarily rejected without giving any notice to the applicant.**

DECLARATION

1. I hereby declare that all information furnished in the application form are true, complete and correct to the best of my knowledge and belief. I also agree that my candidature/appointment shall be cancelled at any stage/time if it is found that the information furnished is wrong.

2. I agree to receive all correspondence by email.

Place:

Date:

Signature of the candidate