



**PUNE MAHANAGAR PARIVAHAN MAHAMANDAL LTD.**  
Shankar Sheth Road, Swargate, Pune – 411037



Date : 22 /07 /2022

**APPLICATOIN FOR COMPANY SECRETARY**

PMPML – Company came in existence on 19.10.2007 & caters its Bus Services to the Pune Cities and plays pivotal role in providing affordable and convenient Public Transport Service that help the people reach any nook and corner in and around PMC and PCMC area.

Sanction Post 1 - Pay Scale Rs.15600-39100/- Grade Pay Rs.4800/- PB-3

**Eligibility Criteria**

Sr.	Qualification	Age	Experience
1	1) Bachelor in any Discipline from recognized University 2) Must be a Associate member of Institute of Company Secretaries of India (ACS) 3) Preference will be give to LLB, LLM candidates.	Open category candidate should be not more than 38 years old as on 22/07/2022 Back word class candidate should be not more than 43 years old as on 22/07/2022	1) 4 to 5 years of experience as Company Secretary. 2) Preference will be given to candidate having experience of public transport service.

For more details, refer our website given below [www.pmpml.org](http://www.pmpml.org)

Incomplete Application shall be rejected.

Advt.no.2-Admin-2022.

Date : 19 /07/2022.

Sd/-

**Laxminarayan Mishra I.A.S.**  
Chairman & Managing Director

# पुणे महानगर परिवहन महामंडळ लिमिटेड

PUNE MAHANAGAR PARIVAN MAHAMANDAL LIMITED

पीएमटी बिल्डींग, स्वर्गगेट, पुणे ४११०३७.

PMT, Building, Swargate, Pune 411 037.

CIN No-U60210PN200PLC130461.



☎ ... २४४४०४१७

फॅक्स : २४४४५४९०

Fax : 24445490

Website – [www.admin@pmpml.org](http://www.admin@pmpml.org)

E-mail: (Departmental)

## APPLICATOIN FOR COMPANY SECRETARY

Ref : Advt –No. 2 Admin 2022, Date : 19/07/2022 Issue in Daily Sakal Dated 22/07/2022

1)	Name of the Post	“Company Secretary”
2)	Post Sanction (As per establishment Schedule)	1 (One)
3)	Pay Scale & Grade Pay	Rs.15600-39100/- Grade Pay Rs.4800/- PB-3
4)	Social Reservation	Isolated post (one post)
5)	Education Qualification	1) Bachelor in any Discipline from recognized University 2) Must be a Associate member of Institute of Company Secretaries of India (ACS) 3) Preference will be give to LLB,LLM candidates.
6)	Age limit	Open category candidate should be not more than 38 years old as on 22/07/2022. Back word class candidate should be not more than 43 years old as on 22/07/2022.
7)	Experience	1) 4 to 5 years of experience as Company Secretary. 2) Preference will be given to candidate having experience of public transport service.
8)	Other	1) candidate wishing to apply for the said post must make sure that duly completed Application, enclosed with true copies of relevant certificate should reach on the following address on or before dt. 05/08/2022 during the office hours from 9.45a.m. to 6.15 p.m. (excluding all Saturdays and Sundays & public holidays.) 2) Address for correspondence – The Chairman of Managing Director PMT building Pune Mahanagar Parivahan Mahamandal ltd Shankar Sheth Road, Swargate , Pune - 411037 3) Application received after dt. 05/08/2022 will not be entertained for whatsoever reason. 4) Incomplete Application shall be rejected.

**PUNE MAHANAGAR PARIVAHAN MAHAMANDAL LIMITED**  
**APPLICATION FORMAT**

**Ref : Advt –No. 2 Admin 2022, Date : 19/07/2022 Issue in Daily Sakal Dated 22/07/2022**

1	Name of the post						
2	Name of the Candidate						
3	Father/Husband's Name						
4	Date of Birth						
5	Permanent Address						
6	Address of Correspondence						
7	Mobile No						
8	E-Mail Adress						
9	Age as on / /2022	Year	Month		Day		
10	Details of Education	Gradute	Post Graduate	L.L.B.	L.L.M.	ACS	Other
11	a)Year of Passing						
	b)Name of University						
	c)Subject						
12	1) Details of Service- (work Place)	1	2		3		
	2)Name of the Post						
	3)Date of Appoinment						
	4) Total Years of Experience						

I hereby declare that the particular's furnished above are true. I understand that my candidature will be cancelled if information found to be false or incorrect.

Date

Place

Signature of candidate

Name