

### **JD for engagement of Management Trainee (Accounts)**

**National Agricultural Co-operative Marketing Federation of India Ltd. (NAFED)**, a multi-state cooperative society registered under the provision of Multi-State Cooperative Society Act of 2002 with the object to promote Co-operative marketing of agricultural produce to benefit the farmers & consumers, is looking for young & bright candidates who are interested to engage as Management Trainee (A/cs) for various finance functions at different locations in India:-

|                                   |                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Number of Post (Tentative)</b> | <b>Eight (8)</b>                                                                                                                                                                                                                                                                                                                                                             |
| <b>Pay Scale</b>                  | Students who will be selected shall work as Management Trainee for 1 year at a stipend of Rs.60,000/- per month.<br><br>Note:-<br>Based on the satisfactory performance report, they may be absorbed as AM-II in the pay scale of Rs 35400-112400 (L-6) as per the analogy of 7 <sup>th</sup> CPC on the rolls of the Federation, their CTC would be Rs.10.22 LPA (approx.). |
| <b>Qualification</b>              | Candidates completed their CMA (Final)/Final Examination of Institute of Cost Accountants of India (ICMAI).(Preference will be given to candidate who have completed B.Com from recognized University)                                                                                                                                                                       |
| <b>Job location</b>               | Anywhere in India.                                                                                                                                                                                                                                                                                                                                                           |
| <b>Essential</b>                  | Should have good command over oral/ written English language.                                                                                                                                                                                                                                                                                                                |
| <b>Method of Recruitment</b>      | Written test followed by GD and then Personal interview.                                                                                                                                                                                                                                                                                                                     |

#### **Job description is as under:-**

1. Knowledge of MS-Excel, Power Point and MS Word etc.
2. Knowledge of Tally software.
3. Finalization of Accounts of Govt Schemes.
4. Knowledge of Internal Audit, Concurrent Audit and Statutory Audit.
5. Finalization of Accounts of the organization.
6. Knowledge of income tax, GST and other Taxation matters.
7. Knowledge of Financial Matters including Fund flow and Cash Flow.