

SARASWATY PRESS LTD.

A Govt. of West Bengal Enterprise

The largest printing company in Eastern India, requires the following qualified & experienced professionals on contract basis :

1. Manager HR & LWO : MBA with specialisation in Personnel/HR Management from a reputed University/ Institute with necessary qualification to act as a Welfare Officer, as required under the Factories Act & the WB Rules. A degree in Law will be given preference. 10 years experience in senior level at HR Department in reputed organisation is essential. Upper Age limit 50 years. Salary approx.Rs.45,000/- per month including all allowance & conveyance.

2. Assistant Manager HR & LWO : MBA with specialisation in Personnel/HR Management from a reputed University/ Institute with necessary qualification as a Welfare Officer, as required under the Factories Act to act & the WB Rules made thereunder. A degree in Law will be given preference. 5 years experience of similar work at HR Department in reputed organisation is essential. Upper Age limit 45 years. Salary approx.Rs.25,000/- per month including all allowance.

3. Trainee printing Technologists, Electricians & Mechanics : Minimum Qualification, 10+2 standard & 3 years full time course Diploma in Printing Technology or passed Electrical & Mechanical from ITI/CTI/equivalent with 60% marks. Fresh candidates also may apply. 3 years Training. Upper age limit 25 years. Initial stipend Rs.7000/- per month.

4. Management Trainee : For middle Management positions in Finance, Materials, Stores, Marketing, ERP & HR. B.com (Hons.) & passed CA Intermediate Exam. Minimum 5 years working experience. Proficiency in computer essential. Age not above 30 years. Monthly consolidated pay Rs.15,000/-. Fully Qualified Chartered Accountant if found suitable will also be considered at a higher Pay for higher position, age 40 years.

Higher salary for deserving candidate may be considered. The initial contract period would be for one year but is likely to be continued for candidates with satisfactory performance. Outstanding candidates will be absorbed in the Permanent Roll. Age limit mentioned above would be as on 01.01.2016. Please send the application with full Bio-Data, copy of certificates & one Passport size photo, to the following on or before 27.01.2016. The name of the posts applied for must be superscribed on the envelope –

To The Managing Director, Saraswaty Press Limited, 11, B.T. Road, Belgharia, Kolkata - 700056, Phone : 2564 7142/2564 7134 Fax : 2564 8886.