

INDIAN RED CROSS SOCIETY
National Headquarters

Indian Red Cross Society Invites applications for the following posts: 1. IT Coordinator, 2. Project Coordinator (two posts), 3. Finance & Admn. Coordinator. The positions are purely temporary initially for a period of one year with possibility of further extension and shall be located in New Delhi. For the positions 1 and 2 above, the incumbent should be Graduate and should have a minimum of 3-4 years work experience in coordinating, planning, implementing, monitoring and reporting of the project activities in cooperation with reputed organizations.. Previous experience of working with International Organizations will be preferred. For position No. 3, the incumbent should be CA (Inter) along with three years training in Articleship as prescribed by the Institute of Chartered Accountant of India. Person having computer knowledge in various software of Accountancy/ERP/ Navision will be preferred. The appointees shall be paid a consolidated amount of Rs.21,000/- per month inclusive all benefits. The applications supported with attested testimonials should reach the undersigned 2 weeks from the date of publication of advertisement in superscripted envelopes indicating the post applied for. The maximum age limit is 50 years for all posts.

Director (P&A)
Indian Red Cross Society
1-Red Cross Road
New Delhi-110001.