

NATIONAL FILM DEVELOPMENT CORPORATION LTD (NFDC)

(A Government of India Enterprise)

Invites applications for the following post at Head office,
Mumbai on contract basis

SR. EXECUTIVE ASSISTANT TO MD

Qualification: PG Degree in any field from a recognized
University.

Experience: Minimum 5 years with ability to assist Senior
Management.

Gross Salary: Rs. 70,000 to 80,000 per month all inclusive

Terms and conditions: The initial appointment by the
Outsourcing Agency is for a period of 1 year to be
terminated by issue of 1 months' notice from either side.

The appointment is governed by the present contractual
Agreements with the Outsourcing Agencies. He/she will also
perform any other work entrusted by the MD as the
occasion demands.

**Last date for submission of application is 31st July
2022**

[APPLICATIO FORM](#)