



## Engagement of Professional Trainees for CMAs & CAs

IIM Shillong is the 7th IIM established by the Ministry of Education, Government of India in the year 2007. The Institute has been declared as an Institute of National Importance as per the IIM Act, 2017. The vision of the Institute is to become an internationally recognized management Institute with a global outlook grounded in Indian values.

IIM Shillong desires to engage **Professional Trainees for CMAs & CAs** as per the following details:

Name of the Position	Professional Trainee
Qualification	Bachelor's Degree in Commerce (B. Com) with Intermediate Level Pass Certificate from Institute of Chartered Accountants of India (ICAI) or Institute of Cost Accountants of India (ICAI)
Age Limit	Below 25 years as on the last date of submission of Online application
Stipend	Rs. 15,000/- (Rupees fifteen thousand only) per month during the 1 <sup>st</sup> year which will be enhanced to Rs. 20,000/- per month in the 2 <sup>nd</sup> year, in case engagement is extended for second year.
Period of training	12 months / 24 months
Scope of Work	The selected trainee(s) will be required to work for 8 hours per day for 5 days in a week. They will be engaged in the works related to Finance & Accounts of the Institute under the supervision of the Officers of the Finance & Accounts Section.
Leave	Selected trainee will be entitled to 2.5 days of Leave for each completed month of work.

### IMPORTANT INSTRUCTIONS

1	Only interested candidates who fulfil the minimum eligibility criteria may apply online through this <a href="#">PDF Form</a> in the Institute website <a href="http://www.iimshillong.ac.in">www.iimshillong.ac.in</a>
2	<b>Only Applications submitted through the PDF Form will be considered for further scrutiny.</b> <b>Instructions for Filling PDF FORM:</b> 1. <b>Download the PDF Form</b> in your Laptop/Desktop. Start filling the form and use the “ <b>Save As</b> ” button below the form <b>OR</b> click File > Save As to Save the form in your Laptop/Desktop after filling all required details. 2. Send this filled in form as an <b>Email attachment</b> to this email Id <a href="mailto:administration@iimshillong.ac.in">administration@iimshillong.ac.in</a>
3	The Criteria mentioned above are only the minimum and the Screening Committee of the Institute reserves the right to devise its own relevant criteria for shortlisting of applications.
4	Only shortlisted candidates will be contacted. If a candidate has not been contacted, she/he should assume that her/his application has not been shortlisted.
5	All Correspondence, if any, from the Institute shall be sent to the e-mail ID provided by the candidate concerned.
6	Shortlisted applicants will be required to forward by email scanned copies of all documents such as <b>Educational Qualification Certificates &amp; Mark Sheets</b> and other documents and testimonials for verification.
7	The <b>Last date for submission</b> of Online Application has been extended upto <b>20 August 2023</b>
	<a href="#">CLICK HERE TO APPLY</a>

Sd/-  
Chief Administrative Officer  
IIM Shillong