

## **Invitation for holding Campus Interview through Video Conferencing- Abroad**

The Committee for Members in Industry (CMII) is a Non-Standing Committee of the ICAI formed to take care of the interest of the members not in practice. We are committed to provide the Members in Industry, opportunities to enhance their knowledge sets & consequently assist in their career growth. The Committee has been taking pro-active measures for the members in industry.

I request you to kindly consider circulating the below mentioned announcement to companies in your country, whom you feel, would be interested in recruiting newly qualified Chartered Accountants from India. I would appreciate, if you could please respond to my email at your earliest convenience.

### **Eligibility to participate in the Placement Programme :**

The Campus Placement Programme is for Newly Qualified Chartered Accountants who have passed their CA Final exam in November, 2009 and registered with [www.cmii.icai.org](http://www.cmii.icai.org) for placement assistance.

**Participation fees** for Corporates participating in Campus Interviews through video conferencing **Rs. 40,000/- Per Hour + 10.3%** Service Tax (minimum 5 confirmed Interviews Per Day. Minimum charges payable would be Rs 50,000/- (Plus Service Tax)

Participation fee shall be payable by way of cheque/Demand Draft in favour of 'The Secretary, The Institute of Chartered Accountants of India' payable at New Delhi only.

### **Guidelines for Conducting Campus Interview through Video Conferencing :**

- **Date and Timing of Interview :** To be organized in the month of **9<sup>th</sup>, 10<sup>th</sup> March, 2010** from 11AM to 5 PM (IST).
- Maximum No. of companies in any single day: 3
- Correspondence with the recruiting entities/ students shall be done via e-mail only.
- Pre Placement Talk of the Companies shall be made available on the Placement Portal [www.cmii.icai.org](http://www.cmii.icai.org) for the information of Newly Qualified Chartered Accountants.

The companies need to specify clearly the

- Geographical location & no. of positions of placement.
- Job profile with description + responsibilities + preferably Place of posting in Department.  
e.g If a company 'Y' has posted 50 vacancies on portal for Corporate Banking, then the break-up of positions should be mentioned as Credit Mgr-20, Relationship Mgr-10, Global Investment Banking-20 etc .
- The timing of the shift i.e US ,UK, Middle East or India etc.
- Age limit, if any
- How many vacancies exists.
- If there is any cut off for percentage of Marks/attempt in CA Foundation/Inter/Final
- List of Selected Candidates should be announced on the day of interview itself.

- Companies shall not ask for filling up of any type of bond for joining their organisations. If any company requires bond with the candidates, then they must specify the:
  - a. Period of the bond
  - b. The Amount of the Bond
- Once the database has been provided to the companies, the participation fee shall neither be refunded nor adjusted under any circumstances.
- Once a company has selected any candidate and the offer is accepted by the candidate it is the responsibility of the company to inform the Institute providing the offer letter duly signed by both the authorized signatory of the company and the selected candidate.
- Companies will make their own arrangements of Video Conferencing for conducting the interview at their end.

### **Indicative Procedure for Conducting Campus Interview through Video Conferencing Abroad**

- Get in touch with the CMII Abroad placement Desk at +91-11- 30110450 or at placement@icai.in to get the date(s) and time slot(s).
  - Remit the Participation fee for Participating in the Placements Programme at Head Office, New Delhi only
  - The companies participating will be provided softcopy of database of candidates who are interested to work in organizations abroad after the receipt of participation fee.
  - Shortlisting of candidates by individual recruiting entities shall be restricted to maximum **three times** of the number of vacancies in that particular organisation, which are expected to be filled up from a particular Campus Placement Programme.
  - Send the Shortlist of the candidates to CMII Secretariat via email atleast **5 days** prior to the date of interview.
  - Candidates shall be informed about their shortlisting by the CMII Secretariat.
- Last Date of sending the PPT & Registration for Companies at least 10 days prior to the date of interview.

In case you need any assistance you may feel free to contact at

Committee for Members in Industry Secretariat  
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