JOBS AVAILABLE FOR THE MONTH OF APRIL 2024

|  |  |  |  |  |
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| **SL.****No** | **NAME OF THE POST** | **NAME OF THE COMPANY** | **CONTACT PERSON** | **CONTACT NUMBER** |
| 1 | Accts Asst,Tally,Bcom,MSO | Kuruganti Computer P Ltd | Mr Krishna Sastry | 9841560340 |
| 2 | Front Office Exe/School | G T Group Neelangarai | MsMeenakshiSundaram | 25384428 |
|  |  |  |  |  |
| 4 | EX.SEC. to MD | MGM GROUPS | Ms.SHARMILA T | 8124644444 |
| 5 | EX.SEC. to MD | MNC COMPANY(AgeBelow 40) | Mr.RANGARAJAN | 9940612348 |
| 6 | ACCOUNTANT POST(AUDIT FIRM) | R BUPATHY & CO NUNGAMBAKKAM | SENTHIL KUMAR S | 28277590 |
| 7 | Law Firm | Highly Proficient candidate,Tnagar | Mr Ravi M | 9841053475 |
| 8 | LAW FIRM | GENICOM @ ASSOCIATES | T.V SURESH KUMAR | 24344230 |
| 9 | STENO with tally | BayTalkiTec private Ltd. | Mrs.Saradha | 22330103 |
| 10 | Audit firm | Chennai-4 | SUMITHRA RAVICHANDRAN | 24991569 |
| 11 | front office executive | Mobius konowledge services | Vivek.S | 49062813 |
|  | HR-Graduates Female | Future MatricInfoservise P Ltd., mCh1 | MrVenkatramani | 43210213 |
| 13 | ACCOUNTANT,Mcom,MBA | Bio polymer system,chennai-50 | Official phone | 26540042 |
| 14 | STENO/RECEIPTIONIST | Law Firm, Ch 34 | MrHaridas S | 28223040 |
| 15 | STENO | Young India Films, Ch 6 | Official phone | 28294160 |
| 16 | EXE . SECY | Engg Industries, Kandanchavdi | Mr Krishna Kumar S | 9444391209 |
| 17 | Office Asst, Female | SAMAS EnggCorpn, Chennai | MrGopalakrishnan | 9444021572 |
| 18 | DTP,Typ both higher,MSO | KalaignarTv | Official phone | 24307777 |
| 19 | OFFICE ASSISTANT | Clinics Health Care |  | 7299995838 |
| 20 | STENO/SECY | LAW FIRM | Mr P B Ramanujam | 9840247000 |
| 21 | SECY/Steno/Exe/ | KSDC- Promoters | Mr Deepak Bhaskaran | 9633022211 |
| 22 | Steno/ Part time | LAW FIRM | MrSathish Kumar | 9444047537 |
| 23 | Steno | Law Firm Mylapore | Msjayanthi | 2499 5839 |
| 24 | Admn,Secy Below 30 Yrs Male | Eng, Company Ekkattutangal | Eng, Company, Ekkattutangal | 8056547495 |
| 25 | Law Firm | Kodambakkam | MrBalaji C | 9840176751 |
| 26 | Accountant |  | MrVedanarayanan.V | 42119331 |
| 27 | Part time Steno | T nagar office | Mr Ramesh C | 9566071114 |
| 28 | Stenographer | Law Firm Triplicane | MrAnanthaGiridharan | 9884741459 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 29 | Accounts | U D MEDIA Pvt ltd, Chennai 33 | MrSankarakrishnan | 9094038471 |
| 30 | Part time Steno | Law Firm , Perambur, | MrHariharan . K R | 25513109 |
| 31 | Senior Steno | T J Reals Ltd, T nagar | tjreals@gmail.com |  |
| 32 | Steno/Part /full time | Law Firm,MrPankaj | pankajmongia1@gm ail.co m |  |
| 33 | Steno | law Firm | Mr Chandra raj N | 2467556 |
| 34 | Admin | MB Metallic Bellows Pvt Ltd | MsRadhaAnandh | 9445897903 |
| 35 | Steno | Law Firm . Part Time, T nagar, Retd | Mr T S Gopalan& Co | 9840082837 |
| 36 | Steno. Part/Full time | Law Firm, Besant Nagar | MrSeshadr& Co | 24914001 |
| 37 | Steno URGENT | Law Firm, Madras High Court | MrKiran C S | 42023554 |
| 38 | Part Time Steno- 5-8 PM (Parys) | Law Firm .eastwind2007@gmail.com | Mr P G Thiyagu |  |
| 39 | Exp Steno. Guindy / porurPrefred | Ms Lakshmi International,Chennai 125 | MrVasudeva Rao | 22520088 |
| 40 | Sr PA/Experienced Secy for Press | corhr@newindianexpress.com | Powerpoint Presentation, etc |  |
| 41 | Stenographer | Place - Hyderabad | MsSumithra | 9000431923 |
| 42 | Stenographer (full Time) | Audit Firm , MAHARAJ N R SURESH AND CO,Chennai 24 | Mr Narayanan E | 24837583 |
| 43 | Stenographer | Law Firm,T.S.GOPALAN&CO Chennai 17. | Mr. T S Gopalan,VKarthic | 28158590 |
| 44 | Stenographer/Typist Part/Full time | Law Firm , Adyar, Chennai | MrThiyagarajan | 24410719 |
| 45 | Stenographer 2-6 YrsExp | Agmi Estates Foundations, Mylapore | admin@agniestates.in | 9444393411 |
| 46 | Stenographer Part Time only | Law Firm, Anna Nagar. Chennai | MrPrabu | 9884623993 |
| 47 | Sr Stenographer with excellent skill | Shree Ambika Sugars Ltd | MrAnandhapadmanabh an | 9445696195 |
| 48 | Sr Accountant with excellent skill | T J Reals Ltd, T nagar, Chennai 17 | tjreals@gmail.com |  |
| 49 | Stenographer | Law Firm (Alternative No: 98406 63558) | Mr Srinivasan | 9941028444 |
| 50 | Stenographer (Part time only) | Law Firm | MrKandhakumar | 9444013035 |
| 51 | Stenographer Experienced in Law | Law Firm | MrRamasami Natarajan | 24516794 |
| 52 | Secretary (with Sr Grade Certificate) | Ramco Cements 3-20 YrsExp, Below 40 age | Manager Hr | 28478666 |
| 53 | Stenographer (Experienced ) | Lakshmi Inernational, Manappakkam | MrVasudeva Rao M S K | 22520088 |
| 54 | Secy,FrontOffice,Below 40 yrs | M/s MB MetallicBellows P LTd,Oragadam | Director | 30063762 |
| 55 | SrSteno.with excellent command | Law Firm, Parys Chennai | Ms Maria Amalraj | 9840356541 |
| 56 | Steno with Computer knowlsdge | Law Firm. Alwarpet, Chennai | Mr A K Mailsamy | 24991947 |
| 57 | Steno - Experienced | Public Ltd Company-H R Manager | MsNithya | 28128769 |
| 58 | Steno-With good experience,Lady | PharmaceuticalCompny, Cheput, Chennai | MrVenkatasubramania n | 9381831971 |
| 59 | Steno | Audit Form - Kodambakkam | MrJayadevan N R | 24801322 |
| 60 | Steno- Experienced | Law Firm – Chennai | Mr Srinivasan , N | 9941028444 |
| 61 | Stenographer | Law Firm- Gandhi Nagar, Adyar, Chennai | MrThaiagarajan .R | 9840026105 |
| 62 | Sr Experienced Professional Steno | Law Firm Senior Advocate Chennai | MrHaridass. P | 9884163340 |
| 63 | Steno / Part time | Krish Law Associates, Lingichettist, Chennai | elangook@gmail.com | 9940641919 |
| 64 | Steno | Law Firm Chennai | Mr Sridhar | 9841029900 |
| 65 | Steno | Law Firm | Ms V J Latha | 8056017683 |
| 66 | Experienced Steno | Law Firm evening part time | rajnchandra@gmail.com |  |
| 67 | Exp. Steno Male below 45 age | Corporate Company Alandur , Chennai | MsLavanya S HR | 60016060 |
| 68 | Steno with excellent English Skill | Private person , Agaram | Ms Maria Raj | 9962554895 |
| 69 | Steno | Audit Firm – T Nagar | MrGopaln S | 9841034727 |
| 70 | Steno Full Time, Tambaram | R R Associates, Tambaram | MsSwarnalatha | 9962860349 |
| 71 | Steno/Inter or Hr with Grduation | Audit Firm, NCRajagopal& C0,Egmore | BuhariaBulding,Moores Rd | 9003044217 |
| 72 | Stenographer | Management ServiceBangalore , Airport Road | MrSrikrishna S | 9880455370 |
| 73 | Front Office Exe.2yrs Exp | MsKaleesuwari, Mylapore | MsAnuradhaNagaranan | 39993999 |
| 74 | Secretary-Padurkanchepuram | Male, Experienced with Steno,English,Compute r | Mr Stalin P (HR) | 47406700 |
| 75 | Steno | Advocate | MrKrishnaswamy R | 9444454884 |
| 76 | Steno. Full time / Part time | Law Firm Near hotel Dasaprakash | MrArvind Kumar | 9840081777 |
| 77 | Accounts/ With tally | Tally with in English and Tamil | MrKrishnamoorthy A M | 9884055203 |
| 78 | Steno/Accountant/ OA (PorurPrefd) | Lakshmi International, Manappakkam | MrVasudevarao M S K | 22520088 |
| 79 | Steno Experienced in legal matters | Law Firm- Nanganallur, Chennai | MsAnuradhaBalaji | 9444167749 |
| 80 | Steno e yrs exp. 3 YrsExp | T T K Health care L td | MrKishorMujumdar | 24980532 |
| 81 | ES/ Personal Secy to MD | Velammal International School.Ponneri | MrChandrasekar | 9840866628 |
| 82 | Steno and Office Assistant | Law Firm, ParysOpposite to Chennai High Court | Ms Maria Amalaraj |  |
| 83 | Sr Steno with good legal terms | Law Firm , Chennai Law Associates | Mr Amar K Panwar | 9171612061 |
| 84 | Accounts/Admn (31 12 1972) | BA, Typing HrEng& Tamil, MSO,Typing | Mr Shan Sunar A | 8056260473 |
| 85 | Typist English & Tamil, with MSO | RetdGovt Officials Assn. DPI COMPLEXPreference for Ladies and Retd Employees | Secretary MrManickam | 28250939 |
| 86 | Steno Experienced below 60 yrs | Law Firm.Nungambakkam 5 -9 PM | MrSurendran | 28240125/28 |
| 87 | Front Office Executive | QUADSEL SYSTEMSPVT LTD, Guindy | CalinsArokiaAnto F | 9841658405 |
| 88 | Accounts - Hindi tutor | For different companies | MrRangarajan | 9940612348 |
| 89 | Office Assistant / MSO, Excell | Audit Firm , T nagar, | MsNlini | 7358248493 |
| 90 | Stenographer | Bangladesh, | MrPriyan | 9900005276 |
| 91 | Secy/ Receiptionist | Hamon Research-Cottrell India P Ltd Guindy | MsLakshmivarugan | 9600199964 |
| 92 | Personal Secretary – Female | PVt Detective Agency, | Mr Alexander | 7358165800 |
| 93 | Typist with MSoffice-Female | ANDRITZ SEPARATIONandPump Technologies India Pvt Ltd, Poonnamalle – FOR THREEMONTHS | MsSheela . D | 9500023384 |
| 94 | Steno: Freshens or Experienced | Law Firm ,Chennai 1 | MrVeeraragavan.S | 9840740015 |
| 95 | Law Firm 10 tp 6 or 2 to 8 PM | Thambuchetty street, Chennai | Mrrajesh. v | 9840483198 |
| 96 | Secretary to the Director | SRVS, Ambattur | Mr B Srinivasan | 9790928946 |
| 97 | Steno cum Accountant | Giridhar&Sai | MsNirmala | 4216 3949 |
| 98 | Stenographer with Admn skill | Industrial estate Ambattur, Near Pattaravakkam Railway station | MrSivakumar M | 9003083449 |
| 99 | Accountant with soundknowledge in computer 2 vacancies | CA FIrm, MylaporeMs S Ravi & Associates | MsGeetha | 9952028036 |
| 100 | Personnel Secy to the MD Press Media | Chennai based Press Media Male URGENT | stenold@stenold.org | 24342421 |
| 101 | Receptionist Female with MSO | DrKhushali Homoeopathic clinic, Abiramapuram | DrKhushaliGambhir | 9884027011 |
| 102 | Receptionist Female | MsNisa acupuncture clinic, T Nagar | Dr Raja Mogamed MD | 9176523237 |
| 103 | Typist below 36 age | Billroth Hospitals, Shenoy Nagar | Mrkalidass HR | 4292 1777 |
| 104 | Marketing, Driver, Receptionist m, Staff Nurse | Vijayi Nursing home, &Apollo chest pain clinic, CIT Nagar | MrParameshwaran. m | 9952966291 |
| 105 | Personal Secy / Admn | Electronic Cooling Systems P LTd.,SIDCO, KAKKALUR | MR RANGARAJAN | 9840033210 |
| 106 | Steno All higher Below 30 years | Counsel for Leader Exporters , Egmore | DY DIRECTOR | 28594367 |
| 107 | Typist English and Tamil | Law Firm , 223 NSC Bose Road, Chennai | MR MANICKAVEL. R |  |
| 108 | Part Time Experienced Steno | F & O Research Centre Pvt Ltd | MR WAHID | 9444025257 |
| 109 | Accounts Assistant with MSO | Freshers also can apply -Nungambakkam | Systems Private Limited | 87544 97081 |
| 110 | Steno cum Admn Age below | Law Firm A & C International Advisors, | MsSrilatha S | 30130000 |
| 111 | Steno part time /Full time | Law firm SK LawOffices, Vasan St, T Nagar | MrSaravanakumar S | 9444042141 |
| 112 | Steno part time /Full time | Law fIRM, Mylapore | MR SUNDARAM, S R | 9444413414 |
| 113 | Steno Fresher or experienced | Press Media | MrRakesh | 9003100571 |
| 114 | Experienced Accountants & Stenos | Preferably Retd . ForAuditors Firm- Manappakkam | M vasudevarao | 22520088/ 1593 |
| 115 | Sr Steno cum Secy Male / Female below age 30 | Goodrich Gasket Private Limited (A FlosilGroup Company) | Mr Ramesh | 9382560007 |
| 116 | Computer operator &Admn | Mill Industry, Ambattur | MrSivakumar | 9003083449 |
| 117 | Audit trainees 4 Bcom Students | Audit firm Stipend Rs.8000/- before 15 318 | MrSankaran . K | 43508871 |
| 118 | Steno to a School T Nagar | Youngsters preferred | Managing Director | 9445418139 |
| 119 | Typist Tamil/English URGENT | On contract Basis at DPI Complex | MrPalivelraj. A | 7373003352 |
| 120 | Front Office ReceptionistFemale | Zaire Technologies | MrVijayaraghavan | 9176326516 |
| 121 | Executive SecyKandigaiTambaram | India's leading Servicing org | Mr Krishna Moorthy | 7200021855 |
| 122 | Secy cum Steno | Rubber Industry Thiruvanmaiyur | Mr Lionel C Banjamin | 9884336955 |
| 123 | Executive Secy with Tally (Female) | Capri Mylapore | MrSankaran K | 9094789641 |
| 124 | Exe,Secy to the MD- Kodambakkam | TRI BLISS FARM FOODS COMPANY | MsSundari | 6380977053 |
| 125 | Executive Secy | Chennai based Propety developer | MrSriram | 24350494 |
| 126 | Accounts / Office Assistant | MSO, Tally, Tping - adyar | Mr Michele | 9600093015 |
| 127 | Accounts, Office Assistant, Junior Advocate cum C S, | SrihariVidyamandir Educational Trust | MrArunkumar C | 9445418139 |
| 128 | Date Entry with Tally | Ambika Chits atKutchery road Mylapore | MrSurendarnath | sivakumar@sreeambika.com |
| 129 | Executive Secretary | Madras advertising Co P Ltd, | MrJaykumar Vice President | 2855 2434 |
| 130 | Steno | Law Firm , 148/44 ,2nd Line Beach | MrGiradhara Rao | 25342012 |
| 131 | Steno (Contact time 5-7PM) | Karnavat&Karnavat Advocates | Ravi Karnavat | 9426 00 1744 |
| 132 | Steno | Law Firm Chennai | MrSivakumar V | 95001 36204 |
| 133 | Steno 2 Years of experience | Construction Compnay, Alwarpet | Ms.Rajeswari B | 89398 20007 |
| 134 | Accountant & Stenographers | Lakshmi International; Manapakkam | Mrvasudevarao | +919952082951 |
| 135 | Experienced Stenographers | Audit Firm: Kodambakkam | MrMaharajNRSuresh&Co | +919381036915 |
| 136 | Exee,Asst.- 3 years Exp .for IIT | Graduate with fluent english& Computer skill | MrJalaniMogamed | +91 22578357 |
| 137 | Accounts Assistant | MSO, & Tally knowledge,WestMambalam. asian paindelear | MrSundar S M | +919840160690 |
| 138 | Steno cum Front Office Executive | Degree, Shorthand English,MSO | Mr Ramesh R | +91 9840697760 |
| 139 | Typing Expeienced | Audit Firm Mylapore | Mrs Lakshmi A | +91 24992848 |
| 140 | Steno Part time 5.30 to 9 PM | Law Firm Perambur | MrHariharan K R | 25513109/98400 |
| 141 | Steno cum Front Office Executive | MSO,Shorthand,ESI,P F knowledge, Guindy | Mr. Ramesh R | 2250 0612./98406 97760 |
| 142 | Steno English male URGENT | Required for a Judge Place saligramam | Honorable Sambandham S | 2376 6677 |
| 143 | Executive Secretary | Lab Electronics, Ashok Nagar Chennai | MsSrmiathi | 9790850747 |
| 144 | Steno- Experienced - Young/Retd | MaganthiBrothers,Manapakkam | Mr M S KVasudevarao | 22521593/0088 |
| 145 | Stenographer- Partime 6 to 8 PM | Law Firm - & T Nagar | Mr Ramesh | 9840143230 |
| 146 | Steno cum Private Secy.RetdSlteno also can apply | Service Oriented office-Chetput | MrRajagopalan | 2825 6261 |
| 147 | Front Office Executive | Medical Ser vice P Lte - Kotturpuram | MrsSujathaKesavan | 98847 13564 |
| 148 | Steno for Law firm | Armenian St, Chennai- | Mr Joseph N L | 4425359291 |
| 149 | Typist : Male/ Female | M/s. S.A.K ImpexAgency,AnnaSalai | MrAnand Singh | 9380880782 |
| 150 | Full time steno | Law Firm Seshadri& CO | MrSeshadri V | 24914002 |
| 151 | Steno | Law Firm – Parys | MsSumati | 9443326242 |
| 152 | Steno | Law Firm. Armenian Street | MrBalasubramaniam | 93810 77997 |
| 153 | Steno and Typist One post each | Law Firm , Anna Salai | Mr Vishnu Kumar | 9840619193 |
| 154 | Stenographer Experienced | Law Firm , Nandanam | MrKannan | 95512 99330 |
| 155 | Accounts and sales | Indus Refrigeration Pvt.Ltd.,Office: | MrParthasarathy T V | 9500652777 |
| 156 | Steno 3 to 5 yrs Exp. Female Secy | Audit Firm. RSubramanian and Company LLP | MrSubramaniam R | 24992261/-24991347 |
| 157 | Senior Stenographer URGENT | Law Firm | MsNageswari | 9841645423 |
| 158 | Steno – URGENT | Manufacturing Industry.Thandalam | Mrramachandran | 9710422503 |
| 159 | Accountant- URGENT | Manufacturing Industry.Thandalam | Mrramachandran | 9710422503 |
| 160 | Personal Secy .With Excellent communication skilled steno | Maharishi VidyaMandhir | MsChitra | 74 0000 4444 |
| 161 | Steno law background – English & Tamil preferable ( URGENT Contact before 22nd November) | Law Firm Besant Nagar- | MrSeshadri V | 24914002 |
| 162 | Experienced Steno below 42 years with MSO Skill | Sakthi Finance Ltd, Coimbatore | MrVkjayaraghavan. MK | mkvraghavan@sakthifinance.com |
| 163 | Steno(RetdPrefereable) | Translation work | Mr. MoganrajRtd DSP | 7358673176 |
| 164 | Secretary to the President | HINDUSTANCHAMBER OF COMMERCE | MsChitra | 9444017087 |
| 165 | Senior steno Temporary |  | Subject: Wanted Stenotypist Temporary Post - Reg. | Contact Details The Secretary, Committee On Cooperative Election Cases East Central Zone No. 1 Fort Railway Station Road Trichirapalli Central Cooperative Bank HeadOffice 1 st Floor, Trichy |
| 166 | Full Time Clerk, Part Time steno | Law Firm Tenampet, Freshers welcome | MrSelvaraj K | 98402 27470 |
| 167 | Steno Female Good salary with Good English | RMS infrastructure PVT ltd, Nungambakkam | MrVijayalakshmi | 9789099773 |
| 168 | Stenographers | Law Firm. 160 Thambuchetty street | MrSubba Reddy | 98400-69137 |
| 169 | Clerical with stenographers | Hindustan Aeronautics Ltd, Chetput | MrP.Arivuchelvan | 28362543 |
| 170 | Office Assistant with Tally Female | T Nagar, West Mambalam CIT Nagar prefd | MrBalaji | 9790944672 |
| 171 | STENO – TYPIST TAMIL & ENGLISH | Retd personspreferable for a Political Leader URGENT | Email id :stenold@stenold.org | 24342421 |
| 172 | Steno with MS Office | Law Firm , Maharaj N.R.Suresh and Co., Kodambakkam | Mr Narayanan E | 24837584 |
| 173 | Part Time Steno- | Law Firm, T Nagar,5.30 to 8.10 PM | Mr Ramesh C | 9840143230 |
| 174 | Front office assistant, Business Development Executive, Angular/Python Developer | [www.vyasaka.in](http://www.vyasaka.in/) | MrVenkatraman | 996 2255 682 |
| 175 | Typist/ Steno with sound knowledge | Law Firm Adayar- 6 to 9 pm | MrSurendran T | tsurendran333@gmail.com |
| 176 | Accounts Assistant with tally | VOLTAS BRANDSHOP,Royapettah | MrBhargav C G | 94443 84929 |
| 177 | Accounts Executive | Modwin Networks Pvt. Ltd.Madhanandapuram | MrMoganbabu K R | 7358589269 |
| 178 | Stenographers Guild’s Data Base | Kindly send your resume those who are in need or interested to work on part time, full time, evaluation, dictation, any profile. |  | stenold@stenold.org |
| 179 | Data entry operators | Eurostar, Perungudi | Mr Nathan J R | 24560685 |
| 180 | Stenographer | Audit Firm, Nungambakkam | Mr Krishna rao | 8754436864 |
| 181 | Executive Secy to Sr Management Hindu | 7-10 Years Exp. Highly qualified | Mskrishna | 2857 6703 |
| 182 | Steno with Legal Experts | Lodha Finance India Pvt Ltd. Royapettah | Mr Gotham Chand L | 9841024587 |
| 183 | Steno – Both English and Tamil Hr with 5 – 10 Yrs experience. Female candidates only are preferable. | Gem Granites78 Cathedral Road,Chennai 86 | MrSudhakar M | 28115190Extn 244 |
| 184 | Steno & Junior Advocate | Chennai Press media URGENT | Stenographers Guild | stenold@stemold.org |
| 185 | Data entry | Any degree with typing skill.Ms Origin ITFS, Thiruvanmaiyur | MsPavithra G B | 42940645 |
| 186 | Typing cum sales call staff | M/s. S.A.K Impex Agency, Anna salai, Ch 6 | MrAnand Singh | 9380880782 |
| 187 | Part time steno 6.30 to 9.30.Mon- Sat | Law Firm, Bazzullah Road, T nagar | Mr Akbar S A | 9841262638 |
| 188 | Steno | Law Firm, Full time Steno , Parys | MrMadanagopal R | 9840118833 |
| 189 | BPO Chennai- URGENT | Typing 40 wpm, Plustwo passed also can apply | MrNagarajan C | 8754508950 |
| 190 | Steno urgently wanted |  |  | landdevelopers@live.com |
| 191 | Graduate with computer knowledge | Private Hospital Habibullah Road , T Nagar | DrVaradarajan R | 044-28340668 |
| 192 | PA/ Secretaries to the Top Officials | Ramachandra Medical CollegePorur | MrArockiasamy I | 044-45928510 |
| 193 | Steno at Hyderabad | Leading Parma company at Hyderabad | MrJayapal Reddy S V | 9989628918 |
| 194 | Steno with Both Higher | Law Firm Villivakkam | MrM.AjmalAzzath | 9841352129 |
| 195 | Accounts Assistant | 10+, MSO, Tally,Typing , Triplicane | MrMurale | 9840223632 |
| 196 | RECEPTIONIST ,Medical Transcription, | Vijay’s Nursing Home, T Nagar | Doctor | 9381014379 |
| 197 | Steno/Typist English & Tamil | Tamil Isai College, Parys . Chennai | Principal | 9282235964 |
| 198 | Steno URGENT Part time/ Full time | Law Firm , Mylapore | MrSundaram S R | 9444413414 |
| 199 | Steno- Male or Female URGENT | Law Firm, Armenian Street, Chennai | MRBALASUBRAMANIA MR | 2538 3025 |
| 200 | Data Entry operator – Typing+ MSO | IT Company , West Makbalm | MrRamji | 9840905926 |
| 201 | Part Time Steno- Adayar | Law Firm **N**ithyaesh&**V**aibhav | MsHemaSheth | 9884030787 |
| 202 | Female PA to Chairman and MD SRM Group | SRM Group Age 36 to40. 6 yrs Experience. Nungambakkam | MrManikantan P R | 9940196998 |
| 203 | Steno- Part Time,( elderly & disabled people) | WCF Hospital – T.Nagar, Tamil & English | DrRajasekar | 8939800999 |
| 204 | PA – Steno to CEO, with MSO | Universal Engineers Pvt Ltd. Ambattur | Mr Ramesh C G, HR | 8939946468 |
| 205 | Senior Steno- URGENT 100 WPM | Debts RecoveryTribunal II Chennai Anna salai. | Assistant RegistarCdrt3@nic.in | 28498184 |
| 206 | Steno- Fluency in English | VenkataNarayana Active Ingredients Private Limited | MrHanish H ( HR) | 7550009057 |
| 207 | Secy to the MD | RMS Infrastrcture Private Limited,Nungambakkam | MsVijayalakshmi | 9789099773 |
| 208 | Typist English and Tamil | Experienced person @, T nagar | Nengadam Xerox | 9444247482 |
| 209 | Steno with goodcommunication | Law Firm, Armenian St,Chennai | MrBalarubramaniam R |  |
| 210 | Accountant | Milkfactory,Kodambakkam Chennai | MrsRanjani P |  |
| 211 | Steno/ Typist | Law firm Full time 10 to 6 pm | MrsVkuayalakshmi | 9941436142 |
| 212 | Steno – Male (fresher or Minimum experienced) | Law firm – Giritharan& Associates, First floor, Old No.155, New No.319, LinghiChetty Street, Chennai – 600 001 | Mr. Giritharan | 044-25267440 |
| 213 | Office Assistant with Computer and English Knowledge. | PERFECT CONTROLS,No.7, North Road,C.I.T.Nagar, Chennai 600 035 | M.SUBHASHINI, Co-ordinator - Sales & Operations | 9840214154sales@perfectcontrols.com |
| 214 | Typist – Work Timing 10 AM to 5 PM, Salary Rs.10,000 pm. | Legal Consultant, No. 336 (166), 2ndfloor, Thampuchetty street, Chennai 600 001 | P.Yasodha, BA BL, Junior Advocate | 81441 10668g\_prabhain@yahoo.c o.in |
| 215 | Steno- Male or Female URGENT | Layam Group,13/1, 5thCross Street, Indira Nagar, Adyar, Chennai 600 020 | N Durga Devi Executive Assistant– Chairman | 80563 87555iso@layamweb.com |
| 216 | Steno for Writing law books– 4 days a week In and around Saligramam |  | Mr S Sambandham, Retired Judge | 9444909779tps\_sam@yahoo.com |
| 217 | Accountant – Suitable experience in Tally, MSO, etc | Kani Traders#13/4 ,GovindanRoad, WestMambalam,Chennai 600033 | Mr S M SundarMr S M KaniArasu | 044-42638390kanitraders@gmail.co m |
| 218 | Operations Executive | Leading credit rating agency, Nandanam | MrNavaneethakrishnanSenior Manager – Business Development | 9443203935 |
|  |  |  |  |  |
| 220 | Steno Typist |  | MrKhatib Ahmed | 9940669595khatibahmedtv@hotmail.com |
| 221 | Stenographers and Data Entry Operators | Debts Recovery Tribunal | Section Officer | 044-28498184 |
|  |  |  |  |  |
| 224 | Typist | Law firm, T.Nagar | MsSindhu K | 9444209309  |
| 225 | Stenographers / Data EntryOperators  | Debts Recovery Tribunal III | MrSriram S | 044-28498184 /044-28498183  |
| 226 | Office Assistant with Computer and English Knowledge. Min 1-3 Years of Experience must.  | * Kavin Interiors, T.Nagar
 | MrKarunyaa PChief Architect | 044-48539987 |
| 227 | Secretary / Stenographer and Front Office management | Law firm50 1st floor, Armenian St,Opp Catholic center, Chennai 600 001 | Mr Prakash VSenior Advocate | 044-25341757 / 1858 |
| 228 | Secretary / Steno with good Correspondence skills | Sysarcinfomatix1 Defence Officer’s colonyOpp New Mmilitary Hospital, Nandambakkam,Chennai 600 032 | Dinakaran JohnAsst Manager HR | 044-46501313 Ext: 247 |
| 229 | Stenographer (English / Tamil) | Opulent Ventures Pvt ltd,‘DIVYA SIMHA’ 5A, D’Silva road, Mylapore, Chennai 600 004 | MsRajeswari N | 044-24993752 |
| 230 | Data Entry Operators (English / Tamil) | Ashok Nagar, Chennai | MrMariappan | 9383999222 |
| 231 | Accounts Assistant | VNAINew No 60 3rd FloorVenkatanarayana TowersVenkatnarayana RoadT.Nagar, Chennai 17 | MrHanish (HR) | 7550009057 |
| 232 | Steno – Both English and Tamil Hr with 5 – 10 Yrs experience. Female candidates only are preferable. | Gem Granites78 Cathedral Road,Chennai 86 | MrSudhakar M | 28115190 Extn : 244hr@gemgranites.com |
| 233 | Typist – (1) Permanent, (2) one month short term and (3) work from home vacancies | Dynamic Youth PublicationBook Publisher 12 1st Street,Thiruvalluvar Nagar, Kottur, Chennai 85 | Dr T Joseph Benziger | 98401 99999drtjbe@gmail.com |
| 234 | Stenographer (Male) with basic Computer knowledge and 8+Years of experience | MIL Industries Ltd,25A SIDCO Industrial EstateAmbattur, Chennai 98Near PattaravakkamRailway Station  | MrSivakumar M | 7338838113/9003083449shiva\_moor@yahoo.co.in  |
| 235 | Stenographer required for Senior Advocate. Proficiency in English &Tamil Shorthand.Preference : Residents nearby Anna Nagar | Office : Anna Nagar, Behind Hot Chips | Mr V ShanmugaVeluSection Officer, SecretariatMr B RadhakrishnanSection OfficerSecretariat  | 98400694899444407222 |
| 236 | Steno-TypistWalk-in before 28-08-2020Salary 15K pm | Govt Arts College for MenNandanam, Chennai 35 | DrJayaChandran RPrincipal | 9444337980 |
| 237 | Accountant cum Admin Managerwith 8 – 15 YrsExp below 50 Yrs | Office : Valasaravakkam | Mr Lion Ramaswamy | 9444079974 |
| 238 | Typist with Computer Knowledgeand MS Office (Part-time / Fulltime) | Law firmR A Puram | Mr Ramesh Cumar | 9444044031ramesh.cumar@gmail.com |
| 239 | Girl with good spoken English | SAK Impex Shipping Services,New No 123, Old 621,4th Floor, SIREMansion, Anna Salai, Chennai 06 | MrAnand SinghDirector | 044-4214 2213anand@sakimpex.com |
| 240 | Accountant with good skills in Tally, MS Office and fluent in English and Tamil | KE Housing Private Ltd,Chennai | Mr Ganesh BManager -Administration | 9176987704ganesh.b@kehousing.com |
| 241 | Steno (Part-time) | T J Reals Limited | MrSaravananMrThyagu | 99404723019003075812tjreals@gmail.com  |
| 242 | Steno (Part/Full time) | Inch Mark Builders | MrVenkatramanSrinivasan MD | inchmarkbuilderspvt@gmail.com |
| 243 | Marketing | Manali Petrochemicals Limited | Mr V S Jayaraman | kishores@manalipetro.com |
| 244 | Steno (Female with EnglishShorthand Inter / Higher)Min 5 Years’ experience.  | SpinoAnalytica (P) LtdMylapore | Mr D Sekar | 044-24671981/044-24992201 |
| 245 | Steno (Senior grade) - **URGENT** | Anup S Shaw Law FirmT.Nagar | Mr S V Kesavan | 044-24842040/41/42 airliftcargochennai@gmail.com  |
| 246 | Stenographer (Part-time required For 3 days) |  | MrThevaraj T SAdvocate | 7299979632 |
| 247 | Stenographer (Male – Urgent) | EK InfrastructureTambaram | MrSreedharanHR | 7358182888Iyer.sreedharan@gmail.com |
| 248 | Experienced Typist requiredComputer Typing | Alwarpet | MrSanthanam | 9884046422 |
| 249 | Steno | Law firmKottivakkam | MrSundaravadhananAdvocate | 9042216255 |
| 250 | Typist | Law firmPondy Bazaar, T.Nagar | Mr N Chandrasekar | 9841051473chandrasekaradv@yahoo.com |
| 251 | Steno  | Frick India Ltd | Mr V VSwamy | 9840185560swamy@frickmail.com |
| 252 | Typist (12th or any degree withTyping Junior or Senior completed.Job in Vellore) | RR Tech SolutionsVellore | MrRajarajan E | 9345139272rtechsolutions90@gmail.com |
| 253 | Steno cum Secretary | SRNG Field Management and Consultancy Pvt Ltd | MrRamanathan G | 9841039692careers@srng.in |
| 254 | Data Entry Operator(Any Degree with Typing Lower)Interview date : 08-02-2021 | Layam GroupAdyar | Mr Naveen Kumar P | 08754578187ea@layamweb.com |
| 255 | Part-time English Stenographer(2 Hours a day for 3 daysaWeek) | 1 First Cross St,Indiranagar, Adyar, Chennai 20 | Mr D K Oza IAS (Retd) | 94442 16627 (MrOza)9600138954 (MsVijaya)oza.devendra@gmail.com |
| 256 | Full Time StenographerWith a Degree between 40 to 50Years of age | Law FirmT.Nagar | MrRajasekaran R | 98842353059443347549 |
| 257 | Part-time Stenographer | Law Firm | MrJagadish | 9840020507jagc\_reddy@yahoo.com |
| 258 | Office Executive (Female)Knowledge of Telugu Preferred. | Advertising Company, West Mambalam | MrSankaraKrishnanDirector | 044-4212 7383sankarakrishnan.s@udmedia.in |
| 259 | Back Office executive (Preferably Male)Excellent Knowledge in Excel | Shree Ji EnterprisesT Nagar, Chennai 17 | MrRamanathan, MD  | 9840911998 |
| 260 | Typist with shorthand Knowledge (English and Tamil) | Law firm | MrRamanujam | 9444034682ramanujamragu07@gmail.com |
| 261 | Qualified Stenographer and Typists | GI Agro Technologies Pvt Ltd, Keelkattalai | MrLakshminarayanan G | 044-667272997871142016  |
| 262 | ESI, PF, GST and Administrative Works | Techscience Services, P Ltd | Mr Ramesh R | 9840697760accounts@techscience.co.in |
| 263 | Stenographer with soundKnowledge in MS Office | Maharaj N.R Suresh and CoChartered Accountants | Mr Narayanan E | 9444032678 |
| 264 | Stenographer | Law FirmBangalore | MrThevaraj | +91 80-42423000career@aslf.co.in |
| 265 | Young Stenographer with accountingand tally operations with goodvocabulary and computerKnowledge | Law FirmT.Nagar | Mr Ramesh Kumar | 9841090180(call between 12 to 2 PM)rk@translawllp.com |
| 266 | Steno cum Office Assistantwith Comprehensive knowledge inComputer. | Posting in Kathmandu, Nepal with boarding and lodging and rewarding package | Mr Ravi Goenka | 9833510674goenkaravi@hotmail.com |
| 267 | Female Stenographer | Neptune Refrigerator P Ltd153 Mount RoadChennai 600 002 | MrArumugam | 9841084698accounts@neptunerefrigeration.com |
| 268 | Excel Expert | Minit Engineering P Ltd107 RangarajapuramMain Road,Kodambakkam, Ch - 24 | MrVenkat | 9884445043chennai@amirthaa.com |
| 269 | Stenographer | Ministry of DefenceOrdnance FactoriesInstitute of Learning, HVF Estate, Avadi, Chennai 54 | Ministry of Defence | pts.info@mail.comcdwivedi.pp@live.com9336737908 |
| 270 | Customer Service &Quality AssuranceGood Knowledge in MS Office,Good Communication Skills | Pranams Corporate Consulting Pvt LtdNesapakkam | MsGayathri | 9884071051gayathri@pranamsconsulting.com |
| 271 | Steno – Shorthand Senior withKnowledge on Computers, Communication with 5 Years exp | Airlift Cargo System MDSKodambakkamChennai 600 024 | Mr S V Kesavan | 98400 75050airliftcargo@airtelmail.in |
| 272 | Steno/Typist | Law firmNungambakkam | Mr Haridass GAdvocate | 044-48555037/044-28242425haridassgp1972@gmail.com |
| 273 | STENOGRAPHER.80 .WPM.- 10 MTS | PLUS 2NDAT TRIPLICANE | DY, REGISTRAR | nclat.chennai@nclat.gov.in |
| 274 | Administrative Staff Female only - | Graduate with MS office, TallyVKAN LIFE CARE, west mambalam | Ms Jayalakshmi.K | 4358 2622 |
| 275 | STENOGRAPHER | Graduate with MS officeLAW FIRM, Chennai 108 | Mr Prabhu G B E | 94443 98701 |
| 276 | STENOGRAPHER | Senior gradeCentury FlourMills Pvt Ltd,Parrys | Mr Rajkumar P | 9840466520 |
| 277 | Stenographer | Computer knowledgePrivate Company | Mr Sridhar N | 9940612248 |
| 278 | Stenographer | Computer knowledgeMahanti Brothers Manappakkam | Mr vasudeva rao M S K | 22520088 |
| 279 | Stenographer | Legal DraftingLaw Firm Chennai | Mr Bharathkumar. | **94444 02121** |
| 280 | Sr Executive | 27 Yrs Executive MBATyping Both Jr, SH Tamil Jr . | Mr Palani N | **89395 73758** |
| 281 | Secretarial  ASSISTANT | Plsus 2 , Freshers, passed with English and Computer knowledgeB Chitra & Associates Audit Firm <  Burkit Rd, T Nagar , Chennai | The Managing Director | 24338111 |
| 282 | Senior Steno | Graduate with High speed , with legal knowledgeTribunal DRT III Chennai | PERSONAL Secretary. | 04428498184 |
| 283 | Steno /Typist | Graduate with computer knowledgeLAW FIRM , Chennai 600001 | Ms Menaka | 9840803433 |
| 284 | Typist | Graduate with typing skill English, TamilLaw Firm | Mr Vali Dasan | 9282327537 |
| 285 | Govt Office Assistant through Pvt. Consultancy . 50 positions URGENT | Graduate with typing and computer skillGovt on contract basis with ESI, PF | Through The Stenographers Guild, T Nagar | stenold@stenold.org |
| 286 | Senior Steno | Graduate with Highspeed SH 100 wpm,Typing 45 wpm.N C L T, ChepaukChennai | Dy Registrar | ro.bengaluru@wwso.in andbranchchennai@wwso.in |
| 287 | Steno walk in interview28 th March to 31 st March. Time 5 to 8 PM | Graduate withComputer knowledgeLAW FIRM | M/s V.Seshadri&amp; Co.Besant Nagar.Chennai | 42914001 / 02 |
| 288 | Steno typist .Salary Rs.15000/- | Graduate with High computer knowledgeGovt Arts College Nandanam Chennai | Principal | 9444337980 |
| 289 | Office SupervisorCum typist MALE ONLY | Graduate with computer and typing English and tamilDocumentation Office | Royapettah | 9444155891 |
| 290 | STENOGRAPHR | With legal knowledgeLaw FirmSenior Advocate Mylapore | Ms Krithika Reddy | 9790988526 |
| 291 | Part time steno4 to 6 pm  | Tamil Shorthand#6, Bharathiyar Street,Sivakami Nagar, GowrivakkamChennai- 600073, | Sri Karunakaran | 22781454 |
| 292 | Stenographer | With legal knowledge**Legal Firm** **T Nagar** | Mr Prasanna Venkat . A | 8826919010 |
| 293 | Stenographer | Legal knowledge. Full time or part timeLaw Firm Chetput | Mr Rishikesh . P J | 2836 2655 |
| 294 | StenographerFull time10 to 5.30 | LegalKnowledge Rs.12000/-Law FirmNear high courtChennai | Mr Prabhakar G | 9962722991 |
| 295 | Stenographer | With legal knowledgeLegal Firm Chennai Part/Full time | Mr Ramesh G | 9840143230 |
| 296 | Accounting, Typing Skill | Graduate with Accounts and legal knowledgeCreate and Grow Research Foundation , Chetput Chennai | Mr Raendran . S Director | 28141604 |
| 297 | Tamil typist ( Urgent ) .Salary Rs.15000/- | Tamil Higher gradeNandanam Arts College , Chennai | The Principal | Walk in interview |
| 298 | Steno | GraduateLegal Firm T Nagar | Ms Prakar Reddy | prabhakarareddy6@gmail.com |
| 299 | Steno/Typist | GraduateTNCWD |  | 28173412www.tamilnadumahalir.org |
| 300 | Accounts | Graduate with accounts Tally, GST… knowledgeDynamic Computer ServicesGopalpuram | Mr Sukumar .V | 9384834058 |
| 301 | Typist part time | English & Tamil Must**Nexus India Infosystems**Annasalai . | Ms Selvarani K S | 9791939756 |
| 302 | Jr Accounts Asst. | Commerce degree with tallyOasis Grace Engineering Projects Private Ltd. Saidapet | Mr Sundaraman R V | 9384058113 |
| 303 | Typist ( Tamil) | With legal knowledge | Mr Ramanujam | 9444034682 |
| 304 | Accounts | With GSTKnowledgeTECHSCIENCESERVICESPVT. LTD.,Guilndy | Mr Ramesh . R | accounts@techscience.co.in |
| 305 | Stenographers | Knowledge inSH &amp; TypeLaw Firm Chennai | Mr Ravi Kiran | 9841733389 |
| 306 | Clerk /receptionist | LetterCorrespondenceM l industriesAmbattur | Mr Sivakumar | 7338838113 |
| 307 | Admn withGST | Accounts withGSTTECHSCIENCESERVICESPVT.LTD.Guindy | Mr Ramesh R | accounts@techscience.co.in |
| 308 | Administrativeexecutive | GraduateLaw firm Chennai | MsMuthulakshmi | 9444066395 |
| 309 | Stenographerfull time/ Part time | Graduate with computerSkillLaw Firm | Ms. Sivagamasundari | 9444015798 |
| 310 | Stenographer | With Legal KnowledgeLaw Firm | Ms Menaka . S | 9384685149 |
| 311 | Data entry operators | Graduate age 20- 25.withComputer skill.Appollo Hospital Starts from 10k + Incentives +Subsidized Food &amp;Accommodation Facility) | MrSenthilkumar.B |  9884876211 |
| 312 | Male Secretary | Well experienced below 26 yearsElectromags (WadiaGroup).Salary 2.5 to 3 lacs PA | Ms Jaya Nirmala | 91761 65581 |
| 313 | Typist full time | High speedEnglishLaw FirmThambuchetty stSalary 12K | Mr Prbhakar.G | 94441-62602 |
| 314 | StenographerPart time | Legal KnowledgeLaw Firm : T.nagar | Mr Ramesh C | 9840143230 |
| 315 | StenographerWithdocumentationknowledge | Legal KnowledgeLaw Firm | Mr Balaji C | 9840176751 |
| 316 | Front office, Admn | Advanced ExcelVenkata NarayanaActive IngredientsPvt. Ltd, chennai | Mr. Arunkumar.P | 88258 58001 |
| 317 | Stenographerage 40 t0 45 | With legal knowledgesalary 18KLaw Firm T Nagar | Mr Rajasekaran | 9443347549 |
| 318 | Stenographer | Law Firm | Mr rajagoalVasudevan | 9789086268 |
| 319 | Typist full time | High speed EnglishLaw Firm ThambuchettySt Salary 12K | Mr Prbhakar.G | 94441-62602 |
| 320 | Steno age below 25 | Steno cum typist.Salary 15 K to 20 K | Mr Rajendramanickavel | manickavelrajapandian@gmail.com |
| 321 | Stenographer | High skill with legalKnowledgeThe NATIONAL COMPANY LAW APPELATE TRIBUNAL CHENNAI. | MrMATHIYALAZHAGANDy Registrar | 6th Floor, Ezhilagam Annex Building ,Chennai-600 005. 28880502 |
| 322 | Part Timesteno | Legal knowledgeLaw Firm Dr Thomas Road, T Nagar | Mr Adv.PrakashGoklaney, | 94494 44897. |
| 323 | Stenographer | Graduate withComputer skillPrivate firm Aminjikarai Chennai | Mr Srinivasan | 99621 16894 |
| 324 | Stenographer-Part time | Capable stenographerLaw Firm 161 thambu chetty st. | Mr Dhanapalan K V | 7639229222 |
| 325 | Typist full time or part time | In any language with good skillNexus India Infosystems | Mrs Selvarani K S ( HR Sr.Exe) | 9791939756 |
| 326 | Tamil Steno and typist urgent | Ra.15000/-Nandanam Arts College | Dr Capt, Baskar M | 9789892468 |
| 327 | Secretary andBill Clerk | Graduatewith SH andcomputerskill EnglishSRLPSFOODS(SANGEETHA)Salary: 20 K to30K, and 13Kto 18K | H R ManagerMr MATHIOLI | 9789505333 |
| 328 | Personal secy.HE Admn Asst.Accounts Assit | ExperiencedcandidatesMale onlyK P Manish GlobalIngredients Pvt LtdSalary 2 to 4Lks. | Yuvaraj.PHR Manager | 9344042700 |
| 329 | Typist | ExperiencedLaw Firm Thambuchetty st, ChennaiSlary 12 to 15 K | Mr. Manimaran D | 9551699226 |
| 330 | Stenographer | With legalKnowledgeS K Law Offices, T nagar, | Mr Nagarajan R | 95661 24679 |
| 331 | Stenographer | With legal knowledgeLaw firm Chennai | Mr Bharathkumar R | 94444 02121 |
| 332 | STENOGRAPHER PART TIME | SH skill with legal knowledgeChennai | Mr Rajendran R | 9444407394 |
| 333 | STENOGRAPHERS, FRONT OFFICESTAFFS | GRADUATE WITH SUITABLESKILLLaw Firm “INDUS LAW“ CHENNAI 17 | Senthil KumarAssistant Manager | 97108 00900 |
| 334 | Stenographers experienced | With legal knowledgeM/s.Menon KarthikMukundan &Neelakantan | Mr Mukundan R | 2535 4955 |
| 335 | Stenographer | Experienced with legalKnowledgeChnnnai parys | Mrs Anusuya Balaji | 8667060563 |
| 336 | Typist – Female | Typing JuniorLaw Firm, Gemini ParsonComplex Anna salai | Sundar M &Associates | 6381523204 |
| 337 | Stenographer | With good EnglishCommunication skillKPOST SOFTWARE PLTD MYLAPORE | Mr Gokulakrishnan | 8667376148 |
| 338 | Stenographer- Typing and Shorthand ( English & Tamil) | Any DegreeAdyar Indra Nagar, Chennai | Contact: Vivek-HR | 7358662777 |
| 339 | fulltime stenographer with experience / speed and well versed with MS Office | Old no 5 New no. 9 \I Lane II Main Trustpuram, Kodambakkam CHENNAI 600024 | N.R.Jayadevannrjayadevan@gmail.com | 938103691524801322, 24837584 |
| 334 | StenographerMinimum 5-7 years experience | Bharath Swift Logistics Pvt Ltd., Aminjikarai, Chennai | **MEENA SDy. Manager - HR** | **9500043355** |
| 335 | Data Entry OperatorTyping knowledgeExperience.And Hospital Experience in Data Entry. | Work Location Esi hospitalConsolidated pay 19kImmediate joinerCategory ST,EWS | NISHA HR | 9597195500 |
| 336 | typist / stenographerMale candidate only.  Minimum 4. | Experienced / Freshers | N. Sridhar – Commercial Executive | 9940612248sreevatsa@sreevatstube.com |
| 337 | Stenographer with proficiency in  English and Tamil | Firm: Law Firm, Specialising in Property Law, Besant Nagar | advocateseshadri@gmail.com | Contact WhatsApp No: 8610422800 |
| 338 | Wanted experienced male / female stenographer  (RETD PERSON MAY ALSO APPLIED) |  | rajeshwari@texbiosciences.com | CONTACT  044 42988700/ 9940360592 |
| 339 | Stenographer | R Bhupathy & Co | P Krishna Rao | 8754436864 |
| 340 | Audit Assistant | PJAP & CO (Chartered Accountants) | J Parthasarathy | 9840834115 |
| 341 | Front office activities | Prana Holistic Centre, Abhiramapuram, Chennai.Good communication skills and system knowledge | D. RameshGeneral ManagerPrana Holistic centre | 9841274054 |
| 342 | Steno/Typist full time or part time |  | A.Prabhakara Reddy | 9840050819prabhakarareddy6@gmail.com |
| 343 | Steno for Advocate Office situate at J11,Mount Garden Flats, 183 Mount Road, Little Mount, Chennai - 600 113 | Previous work experience at Advocates' Office preferably.Locality in and around Saidapet(Little Mount). | K.GOVI GANESAN, Advocate | 96299 49944 ( available between 12.15pm to 10.00pm). |
| 344 | Experienced Stenographers | Audit Firm: Kodambakkam | MrMaharajNRSuresh&Co | +919381036915 |
| 345 | Typist  | PSS Legal good knowledge of English | Josephene.C | 9962571111 |
| 346 | stenographer  (Male/Female) | RETD PERSON MAY ALSO APPLIED |  | 044 42988700/ 9940360592rajeshwari@texbiosciences.com  |
| 347 | Sattakadir / Madras Development Society | Sattakadir / Madras Developmet Society | Dr.V.R.S. SampathPresident-MadrasDevelopment Society | 044-24953915 Mds\_1981@yahoo.com |
| 348 | Stenographer and Typist with or without experience | Typewriting Higher Grade. | Natarajan, Advocate | 9710237724bnrajan15@gmail.com |
| 349 | Secretary to Senior Executive. | Pharma Sciences Company – Solara Active Pharma Sciences Pvt Ltd., | A ManonmaniGeneral Manager | 044 43446700 / 044 220 7500Manonmani@solara.co.in |
| 350 | Strenographer with good knowledge in Documents typing | Age 45 to 50Salary 20000Location: T Nagar | Ct R Rajasekaran | 9884235305 |
| 351 | Leading Trade Union Organisation located in (Second Line Beach Road) | Office assistant well versed in word, excel, power point presentation. Five days a week,1000AM to 0500 PM | K Shanmugam | 9444786004 |
| 352 | N.PRASAD ASSOCIATES (Alwarpet, Seshadri Road) | Stenographer | S.Sriram | 7397355795 |
| 353 | B.Chitra And Associates LLP (Burkit Road, T. Nagar) | 3 to 4 Male candidates, who have obtained a degre,with system skils in Microsoft and basic english | B.Suresh Yagneswar | 044-24338111 / 9111 |
| 354 | A Law firm in Parrys | Stenographer | Mr Dina | 919941436142 |
| 355 | Eshwari Enterprises | Stenographer | K Mohana | 7299508672 |
| 356 | SRISH - System for Regulated Infrastructure on Shipping and Haulage | Professionally English Letter and Document write | K. Deepak / Managing Director | 9382555005 |
| 357 | Document Typing | Document Typist | Ct R Rajasekaran | 9884235305 |
| 358 | The Voluntary Health Services (VHS), Rajiv Gandhi Salai, T.T.T.I. Post, Taramani, Chennai - 600113. | Computer Operator, Data Entry, Communication and record keeping | Dr. T. Ilanchezhian | +91 90030 88881recruitment.projectsdivision@gmail.com |
| 359 | A Private Concern (Salary No barrier) | Executive Secretary to a VIP | Mr. Kevin | 8667042481 |
| 360 | Law Office atNungambakkam(Full Time) | Female Typist withJunior/Senior typingskills | DHAIRIYA SUNDARADVOCATE | 6381523204 |
| 362 | RAINBOWDISPLAYS | Basic TallyKnowledge(Male/Female) | Naarayanan R K | 98417 93213 |
| 363 | Advocate Office | Stenographer(English) | K.S.VISWANATHAN &T.HEMALATHA | 9840024583/9940294233 |
| 364 | Govt Arts College forMen (Nandanam) | Tamil and EnglishTypist | Dr. M.Jayachandran | 9444337980 |
| 365 | Vasu ChemicalIndustries,EKKADUTHANGALnear Kasi theatre | Fresher (Any degree)with tally knowledgeand preferablyfemale | R.Vasudevan(Proprietor) | 9500017392 |
| 366 | Leading Law Officein Chennai | Stenographers | A. Balasundaram(Manager) | 9940140307 |
| 367 | SWAMIVIVIEKANDHARURALDEVELOPMENTSOCIETY( NAMEOF THE COMPANY) | Male / femalestenographer (RETDPERSONS MAYALSO APPLY) | G.RAJI | 9940360592 |
| 368 | Apollo HospitalsEnterprise Ltd., | Data Entry Operator | Mr. Santhoshkumar(HR) | 7305537206 |
| 369 | LANDSKY ENGINEERSPVT LTD | Stenographer with proficiencyin English | K KMUKHERJEE(BUSINESSHEAD) | 9840274001 |
| 370 | Unknown | Proficiency in Tally software | Chandra | 9840789090 |
| 371 | NGO working in YouthDevelopment &amp; RuralEducation | Male / FemaleComputerOperator withEnglishTypewritingknowledge andInternet Skills | PuthiyaThalaimurai | 8754417322 |
| 372 | LEADINGTRAINING CENTRE,CHENNAI, | Degree withComputerKnowledge in Wordand Excel (MaleCandidates, 2) | Azhagu Mani | 9159587689 |
| 373 | Udhavum UllangalPublic CharitableTrust, Chennai | Tally knowledge(B.Com Graduate) | B. SankarMahadevan | 044243447/9655732478 |
| 374 | TECHSCIENCESERVICES PVT.LTD | Service Co-ordinator(English & TypingKnowledge) | R. RAMESH | 98406 97760 |
| 375 | Plaza Maintenanceand ServicesLimited (SpencerPlaza) Mount Road | HR Executive (Male) | Uday Kumar | 9551266616 |
| 376 | SRI VARAHICONSTRUCTIONS,Ranipet | Candidate(s) withComputer and tallyknowledge | Prem Kumar | 9600081000 |
| 375 | KumudamPublications (P) Ltd,Chennai | 4 Data Entry Operatorsfor 2 months (Temporarypost) | GV Rajan | 9840909547 |
| 376 | Law Office at T.Nagar | Typist | chandrasekaranchidambaram | 8807669979 |
| 377 | NexIndia, Chennai | Full Time Typist withHindi Typingknowledge | Selvarani K S | 9791939756 |
| 378 | BhuvaneswariComplex&#39;s (2ndfloor), No.4Dr.Thomas Road(opp. GRT Grandear AalaymanTemple), T.Nagar, | Steno (parttime job,after 4 pm) | Venkat | 86109 14627 |
| 379 | A Law firm in Chennai | Typing/Steno | Mr. Sentil | 9940132401 (whatsapp) |
| 380 | M/s. Titan Risk Management, Anna Salai, Chennai - 600 006. | Typist with good Communication skills.  Age No Bar | Gopi Krishna KB | 94444 12949 / 63813 32709 |
| 381 | EMRI GHSDMS CAMPUS TEYNAMPET | Tamil Typist | R. Parthasarathy | +91 9384010211 |
| 382 | Advocate Office | Typist | Chandrasekharan Chidambaram | 8807669979 |
| 383 | Executive Assistant (Shorthand and English Knowledge required) | Proodle Hospitality Services, Ekkaduthangal | Santhakumar (DGM, HR) | 7358107294 |
| 384 | Full Time Accountant | Crystal Sound, T. Nagar | Crystal Sound employee | 09840077334 / 9500009696 |
| 385 | Personal Secretary | Reylon, Tidel Park, Chennai. | N Mahendrakumar (Sr. Manager – Marketing) | 09551252221 |
| 386 | Typist (English, with or without experience).  | Law firm near MHC.  | B. Natarajan, Advocate | 9710237724 bnrajan15@gmail.com |
| 387 | Personal Cum Admin Assistant | CA Firm based in Newzealand (Work from home, from India) | R. Suresh | 9445001235 |
| 388 | Steno Typist (full time) having experience in preparing property / Title Opinion | LAW FIRM | Mr.N.K. SriramanMr.Balaji | 98402207299840176751 |
| 389 | Service Coordinator (Typing Skills and English Knowledge preferred) | TechScience Services Pvt Ltd, Guindy | R. Ramesh | 98406 97760 |
| 400 | Executive Secretary to Vice-President | Damani Shipping Private Limited Chennai Office | M Jayasuriya (Vice-President) | Send resume tojayasurya.m@damanishipping.com |
| 401 | Wanted Exp Stenographer-Fluent in English Speaking & writing - for an Audit firm. Below 50-years |  |  | 9790874038ca.auditing@gmail.com |
| 402 | Marketing officer: | Gender: Male Qualification: B.E - Electrical Engg. Plus MBAExperience: Fresher to 1-year experienceSkills : Should be able to read the drawings and and prepare BOQGood Command over Engish Hindi speaking preferred | N. Sivakumar | 9042911132 / 8220993580 / 9940974082 (Whatsapp) |
| 403 | Purchase Assistant-cum-Messenger | Gender: MaleQualification: Higher SecpndarySkills: Good understanding of English, liaison work, deliveries.Should have a Two-WheelerGender: MaleQualification: Higher SecpndarySkills: Good understanding of English, liaison work, deliveries.Should have a Two-Wheeler | N. Sivakumar | 9042911132 / 8220993580 / 9940974082 (Whatsapp) |
| 404 | EfficientSecretary/ExecutiveAssistant | SVNConsultancy, Chennai | S.Suresh | 8056111300 |
| 405 | Two Stenographers | Ashok Leyland Foundry Division–Ennore | A.S.Syed Fasullah | +91 9710911882 |
| 406 | Law Firm | Steno fulltime or parttime | A.PRABHAKARA REDDY | 9840050819prabhakarareddy6@gmail.com |
| 407 | Law Firm | Stenographer. Cum computer typist | S, R , sumathy(Advocate) | G3, Singapore plaza 164, Linghi Chetty st Chennai – 1 |
| 408 | Stenographer (Permanent) - Salary no constraint | DeviNarayan Group located at NO 2,Link Street,KotturGardens - A granite company, Chennai 600085. opp kotturpuram HDFC Bank | Mr.Mahesh, Managing Director | devinarayan1962@gmail.com |
| 409 | Admin Executive | AGAM Legal, Esplanade,  Chennai | Anand  | support@agamlegal.com9940132401 |
| 410 | Typist (1), Receptionist (1)  | AK Associates Law Group, Porur  | Deepak Sonu, Legal Manager | 9840384071/ 044-42801322 |
| 411 | Graduate Stenographers with fluent English & having  sufficient & good experience preferably working with an Advocate Firm | M/s.Menon Karthik Mukundan & Neelakantan, AdvocatesNo.148, 2nd Floor, Madhar Sha & Sons Building,Moore Street, Chennai-600 001. | R.Mukundan | 044-2535 4955 / 4977 |
| 412 | Stenographer | Maharaj N .R.Suresh and Co. LLP, Trustpuram, KodambakkamChartered Accountants | N.R.Jayadevan |  9381036915Office PHone: 24801322, 24837584 |
| 413 | Front Office Executive | Knowledge in Microsoft OfficeAble to communicate in EnglishGood typing skillCoordination with seniorsoffice Admin workTiming: 9:00 AM to 6:00 PM | Rajasekar. G | 63829 82312grsekarmba@gmail.com |
| 414 | Steno | Advocate Firm | Panneer Selvam | 9381026246 |
| 415 | Typist (English) for Data entry operations | DRT III,Chennai, Government of India, Ministry of Finance | Section Officer | cdrt3@nic.in |
| 416 | Stenographer | Subramanian & Associates,  Jafferkhanpet | R. Manoharan | 9790874038,9789909179 |
| 417 | Stenographer (Min Speed of 100 wpm) | Debts Recovery Tribunal-IIISpencer Towers, V Floor,770-A Anna SalaiChennai 600 002 | Section Officer | cdrt3@nic.in (Email CV) |
| 418 | Stenographer (fresher also considered) | TT Group | R Akila | 9884664099 |
| 419 | Stenographer with proficiency in Computers | Surana & Surana International Attorneys, Chennai | Ramesh Srinivasan, HR Head | 78710 80000 |
| 420 | Receptionist,Female (Good Communication & Basic Computer skills) | Healthy Heart Chennai (Cardiologist) | Anuradha | 9445776666 |
| 421 | Stenographer (Male), Preferably Retired | T.S. Gopalan & Co, Advocates, West Mambalam | Any of their office staff | 2815858928158590 |
| 422 | Stenographer | Private person, for getting a Powerpoint ready (Temporary) | Rakshana Chandramouli | 9343678888 |
| 423 | Tally Operator (Urgent requirement) | VeeGeeem Enterprises, Adambakkam | Mr. Gurumoorthy | 9962437123 |
| 424 | Typist (2 persons), Urgent requirement | Tamilnadu Information Commission, Nandanam | Mr. Krishnan, Section Officer | +91 8610181220 |
| 425 | Typist & Office Assistant | SB Construction, Anna Nagar, Chennai | Mr. Suresh | sbcon2003@gmail.com |
| 426 | Stenographer | Institute of Cost Accountants of India, Egmore, Chennai | Mr. Gnanaselvam, PRO | +91 9840798397 |
| 427 | Typists - 3 persons (Male/Female) | Typing Profile | N Sridhar | 9940612248 |
| 428 | Secretary | Chaturvedi & Co, Mylapore | K R Rajagopalakrishnan, FCA | +91 9841081337 |
| 429 | Assistants | Chaturvedi & Co, Mylapore | K R Rajagopalakrishnan, FCA | +91 9841081337 |
| 430 | Stenographers | Debt Recovery Tribunal - II, Shastri Bhavan (Haddows Road) | Assistant Registrar | 9789948192 |
| 431 | Steno-Typist  | Typewriting English (Higher), Shorthand English (Higher) | D Dhamoodharan |  9791016252 |
| 432 | Stenographer | Sanmina SCI India Private Limited, Chennai | S Senthil Kumar (HR) | 7338855426 / 044-37196258 |
| 433 | Data Entry Operators (Female only)(Familiarity in MSO) | Tamilnadu Retired Officials Association, College Road,Chennai | Na. Manickam (Head of the Organisation) | 94449 51782 |
| 434 | Stenographer (less than 40 years of age) | STANLEY SAFETY PRODUCTS PVT LTD.,Thandalam, Sripermudur | MR. S.MIQDAD | 9790233151 |