

# OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, JORHAT

## ADVERISMENT No. 2/2016

### WALK –IN-INTERVIEW FOR THE POST OF ACCOUNTS ASSISTANT (CONTRACTUAL) FOR THE OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, JORHAT.

A walk –in- interview will be held for one temporary post of Accounts Assistant mentioned below , in the Office of the District Legal Services Authority, Jorhat. The engagement shall be purely on contractual basis for one year from the date of signing of the contract . After expiry of the contract period of one year, the contractual engagement shall automatically stand terminated. The contract period may be extended depending upon requirement and subject to the approval of the Assam State Legal Services Authority, Guwahati.

The interview is tentatively Scheduled to be held on 6.11.2016 from 10.00 A.M onward, in the Official Chamber of District & Sessions Judge – Cum- Chairman, District Legal Services Authority, Jorhat , or as may be notified, in due course, in the Official Website of District Judiciary, Jorhat.


No T.A/D.A for appearing in the interview shall be paid .

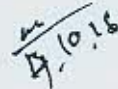
The eligible criteria, number of post and consolidated pay are as follows :-

Sl.No	Name of post with consolidated	Age	Educational Qualification	Experience
1	Accounts Assistant consolidated pay Rs. 20,000/- (Rupees twenty thousand per month)	18 to 38 years(Relaxation as per Govt. Rule)	Essential:- 1. Bachelor Degree from a recognized University, 2. Computer Knowledge of MS Excel and M.S Word.	Preferably :- Experience in handling accounts work in Govt./PSU/Semi Govt. Department/Institutions. Working knowledge of preparation of pay bills/OE bills in a Govt. Department.

#### GENERAL INFORMATION :-

1. Only Indian National are eligible to apply.
2. The pay is on consolidated basis and is inclusive of all allowances etc.
3. The candidates must bring all documents and testimonials in ORIGINAL along with a photocopied set of the same. Candidates should also bring two recent passport size photographs.
4. Candidates should report the venue at 9.30 A.M positively, failing which he/she shall not be allowed to appear in the interview.

  
District & Sessions Judge-Cum-Chairman,  
District Legal Services Authority,  
Jorhat.

  
4.10.16