

**SUB.: Applications are invited for the following:**

| <b>S.No.</b> | <b>POST</b>        | <b>QUALIFICATION &amp; EXPERIENCE</b>   |
|--------------|--------------------|---|
| 1            | Legal Advisor      | Degree of LLB from a recognized university<br><br>Having practised in any court with 02 years experience in drafting legal replies, preparation of para-wise comments and filing of affidavits/ reply/ written submission in the court and various other court related works. |
| 2            | P.A./ Stenographer | Graduate from recognized university or equivalent<br>Proficiency in short-hand<br>Working knowledge of computer<br>Preferably one year experience in Govt. Sector/PSU/ Autonomous Body of Govt.   |

Interested candidates may apply in person with complete Bio-Data and one passport size photograph along with copies of certificates of educational qualifications by 1<sup>st</sup> December 2014.

**Applications received through mail or by post will NOT be entertained.**