

RECT OF CORE STAFF : ARMY LAW COLLEGE, KANHE

1. There is a vacancy of Registrar (01), UDC-cum-Accountant (01), Adm Supervisor (01) and Peon/Messenger (01) in Army Law College, Kanhe, Pune being est on Pune Mumbai Old Highway at Kanhe (approx 40 Kms from Pune Rly Station) and will conduct BBA LLB, 5 yrs integrated course wef Jul/Aug 2018.

2. Eligibility criteria and salary being offered for these appointments are as follows.

(a) **Registrar & Head of Adm.** (Vacancy – One, Salary Rs 60,000/-)

(i) **Eligibility.**

(aa) Should be retd Army Offr of the rank of Col/Col (TS).

(ab) Age between 54-60 yrs at the time of joining.

(ac) CO/2IC of a Maj unit in the Army.

Or

In case of AEC offr, served as Principal Sainik/Mil School.

(ad) Experience of handling financial and legal issues.

(ae) No discp case during entire service.

(ii) **Preferred.**

(aa) Med cat SHAPE-1 or II (Less S factor).

(ab) Should be IT Savvy.

(b) **UDC-cum-Accountant.** (Vacancy – One, Salary Rs 16,000/-)

(i) ESM Clerk category (JCO/OR) upto the age of 55 yrs.

(ii) Medically fit (preferably SHAPE-1).

(iii) 5-10 yrs experience in Office Mgt, account handling as Head Clk with high proficiency in staff duties and drafting experience.

(iv) Computer Savvy – MS Office etc.

(v) Educational Qualification – Minimum Graduate in case of civ.

(vi) Should not have any disciplinary case against in his entire service.

(c) **Adm Supervisor.** (Vacancy – One, Salary Rs 16,000/-).

(i) ESM JCO age upto 55 yrs.

(ii) Preferably should have done QM/SKT duties.

(iii) Basic knowledge of accounting and Cmptr Savvy.

(iv) Medically fit (preferably SHAPE-1).

(d) **Peon/Msgr.** (Vacancy – One, Salary Rs 10,000/-).

(i) Should be 10th pass.

(ii) Should be medically fit.

(iii) Preference will be given to ESM (OR).

(iv) Medically fit.

3. Bio-data/CV alongwith a latest passport size photographs, supported by photocopies of the qualification and experience certificates from eligible and interested candidates to relocate at Pune is requested to reach Dir AWES, Southern Comd (AWES), Pune-411001.

Contact No 020-65000387.

4. Shortlisted candidates will be called for the interview with original documents. **NO repeat NO TADA will be admissible.**