

JOB PROFILE DIR LEGAL AND FINANCE

HEADQUARTERS ARMY WELFARE EDUCATION SOCIETY

(Registered under Society Act XXI of 1860)

VACANCIES FOR RETIRED ARMY OFFICER – DIRECTOR LEGAL & FINANCE

1. **Job Profile** : Deal with legal cases, RTI & RTE related enquires, policies governing terms and conditions of Teaching and Non–Teaching staff of Schools & Colleges as per AWES rule Books. Financial management of AWES including Scholarships under ESSA scheme & similar matters.
2. **Qualitative Requirement** :
 - (a) **Mandatory.**
 - (i) Retd Col/Col (TS).
 - (ii) Should be 60 Yrs of age or less at the time of interview.
 - (iii) Should have Commanded a Major Unit / Independent Minor Unit / or should be an offr from the JAG Br.
 - (iv) Should have tenanted an appt in the Army, dealing with legal issues at the level of Div / Sub Area HQ or above
 - (v) Should have working proficiency in handling Computers / Information Technology.
 - (vi) Should have had a clean disciplinary record while in service and a clean legal police record after retirement.
 - (vii) Should be medical category SHAPE-I or SHAPE II (Less `S' cases).
 - (b) **Preferred/Desirable.**
 - (i) Should be a Law Graduate / an officer from the JAG Br.
 - (ii) Should have tenanted an appointment dealing with accounts / finances at a Fmn HQ level, while in service.
 - (iii) Should have qualified on the DSSC/TSOC.
3. **Salary** Consolidated pay Rs 99,750/- (consolidated).
4. **Method/Type of Application Required** : BIO – DATA with qualification, Experience and Record of Service to be submitted by post/personally or mail to aweshq@gmail.com
5. **Last date for Application** : 20 Oct 2017
6. **Date and Place of Interview** : Will be intimated to short listed offr by mail. Mgt reserves right to cancel one or all candidature without assigning reason(s)
7. **Enquiry** : 011-26151564, 26152642 (ASCON)-39510/39592