

A D V E R T I S E M E N T

Applications are invited for filling up of one (1) post of Accounts Assistant on contractual basis for one (1) year on a consolidated pay of Rs.20,000/-(rupees twenty thousand only) per month in the office of the District Legal Services Authority, Tinsukia.

Details of post and terms and conditions are as follows :

1. Name of the post - Accounts Assistant
2. Number of Post - 1 (one)
3. Educational Qualification - Graduate with Accounts/Computer Knowledge.
4. Addl. Qualification - Handling accounts work/Typing skill`
5. Age - 18 years to 38 years as on 01.03.2018.
6. Scale of Pay - Consolidated pay of Rs.20,000/-(rupees twenty thousand only) p.m.
7. Application shall be in Standard Form of Application with copies of necessary testimonials and four recent photographs.
8. Last date of receipt of Application forms - **27.04.2018**. No T.A/D.A will be admissible.
9. Date for walk in interview/Computer proficiency Test- will be notified later on.
10. The Application Forms are to be submitted in the office of the Undersigned in between 10 a.m. to 5 p.m. on working days.
11. Preference shall be given for experience in handling matters of accounts, pay bills, O/E bills, TDS, VAT, etc.


District & Sessions Judge
District & Session Judge-cum-
Chairperson, D.L.S.A., Tinsukia
TINSUKIA

MA 29/03/18