

ADVERTISEMENT NOTICE

Applications are invited to fill up **01(one)** post of Accountant purely on contractual basis at prevailing rates fixed by Deputy Commissioner, Jhajjar for a period of six months or till the regular appointment is made by the Haryana State Legal Services Authority, Panchkula, whichever is earlier, for District Legal Services Authority, Jhajjar. The candidates, having the below mentioned qualification may submit their applications till **23.10.2017** upto **05:00 P.M.** in the office of the **CJM-CUM-SECRETARY, DISTRICT LEGAL SERVICES AUTHORITY, JHAJJAR**.

1. Qualification:

- **Commerce Graduate or MBA** with at least 55% marks and holding degree/diploma in computer application.
- Two years experience as Accountant.

2. Age: Not less than 18 years and more than 42 years as on the last date of submission of application.

3. Date of Interview: Interview will be held on **06.11.2017** at **11 :00 A.M.** in ADR Centre, Jhajjar. The Candidates should reach at **09 :30 A.M.** positively.

4. The application should be on plain paper with recent photographs of candidates affixed thereon containing full particulars i.e. Name, Father/Husband's Name, Date of Birth, gender, educational qualification, category, permanent address, present postal address, experience, if any, phone number, if any, nationality, along with attested copies of relevant testimonials and two self addressed properly stamped envelopes. The applications should reach this office either by registered post or by hand well before the closing date i.e. **23.10.2017** upto **05:00 PM.** The incomplete applications and filled without photographs, envelopes and attested copies of the relevant testimonials/certificates shall be out-rightly rejected without any information to the candidates.

5. No correspondence whatsoever shall be entertained in respect of incomplete applications or those which are received in this office after due date.

6. No separate call letters shall be sent to the candidates for the afore-said tests/interviews.

7. No TA/DA is admissible to any candidate appearing in the written/oral test/interview for the post mentioned above.

8. The candidates are required to bring their original testimonial at the time of interview.

Dated: 21/10/2017.


Chief Judicial Magistrate-cum-Secretary,
District Legal Services Authority,

Jhajjar 21/10/2017