



GOVT OF ASSAM
OFFICE OF THE CHIEF ENGINEER (PHE), WATER, ASSAM,
HENGRABARI, GUWAHATI-36

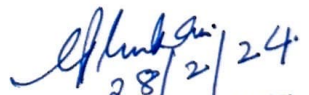
JJMA-43/HRD/2021/Pt-II/7204

Date 28.02.24

Advertisement

Interested eligible candidates are hereby invited to attend the "Walk-in-Interview" for the post of State Coordinator under Jal Jeevan Mission, Assam for engagement on a contractual basis to be held on 08/03/2024 from 10:00 AM onwards.

Sl.No	Criteria	Details
1	Name of the Post	State Coordinator Legal
2	Total Vacancies	1 (One)
3	Place of work	O/o the Mission Director Jal Jeevan Mission Assam
4	Job Description	<ul style="list-style-type: none">Dealing with All Legal Matters /Court CasesPreparation of Drafts/Instruction and Communication with concerned Authority regarding settlement of CasesVisit Court whenever necessary
5	Age	Not more than 40 years as on 01.01.2024
6	Required Qualification	Essential Qualification ➤ Graduation with LLB with minimum 60% marks from a recognized University
7	Experience	<ol style="list-style-type: none">Minimum 5 years in dealing with Civil and Service court mattersExperience in dealing with Civil and Service court cases/matters is essentialFamiliar with MS Office and Internet
8	Skills	<ul style="list-style-type: none">✓ Effective communication and teamwork skills.✓ Ability to work independently and prioritize tasks effectively.✓ Fluency in Assamese, English and Hindi.
9	Remuneration	Rs. 60,000/- per month
10	Documents (in original) to be brought for the interview	<ol style="list-style-type: none">Detailed Curriculum Vitae.Photo Identity & Address Proof (Aadhar/DL etc)Original Educational Qualification Certificates (HSLC onwards).Work Experience Certificates if anySelf-attested photocopies of all the certificates, mark sheets, experience certificates etc. to be submitted.
11	Place of Interview	Office of the Mission Director, Jal Jeevan Mission, Assam, Hengrabari, Guwahati-36
12	Terms and Condition	<ol style="list-style-type: none">No TA/DA and accommodation will be provided for appearing in the interview.The offer is purely contractual and co-terminus with the end of the projects/requirement with no provision of regularization.


28/2/24
Additional Mission Director (N/T)
Jal Jeevan Mission Assam