



Ref. No.AIDC/Estt./1906/01/8754

Date : 20.11.2021

RECRUITMENT NOTICE

Applications are invited from Indian citizens for filling up of 1(one) vacant post of Assistant Manager(Legal) on Ad-hoc basis in Assam Industrial Development Corporation Limited (A Govt. of Assam Undertaking), Guwahati.

Position: Assistant Manager-Legal (on Ad-hoc basis)

Reporting to : Managing Director

Qualification & Experience:

Should have degree in Law from recognized Institute/University, having minimum 7 years experience in line in a reputed Organization as on 23.11.2021.

Job responsibilities:

1. Filling of court cases.
2. Appearing before the various courts as witness.
3. Proceeding legal documents.
4. Looking after takeover of units.
5. Process of legal notices.
6. Discussion with legal experts.
7. Any other legal matters as and when required by the Corporation.

Terms & Conditions:

- Incomplete applications with wrong particulars will not be considered.
- AIDC Ltd. reserves the right not to fill the post, if any suitable candidate is not found.

- The appointment is made purely on Ad-hoc basis and shall be subject to the outcome of the writ petition pending before the Hon'ble High Court. The term of appointment would be till the final decision of the disposal of the writ petition or for a period of 1(one) year, whichever is earlier.

Scale of Pay: Pay Band of Rs. 30,000-1,10,000/- with Grade Pay of Rs.13,900/- per month plus other allowances as admissible under the Rules (as per Assam Services ROP Rules, 2017).

Age: Minimum age limit 35 years and Maximum age limit 40 years (As on 1st October, 2021)

Application Process:

1. Interested and eligible candidates can download the application Forms from dtd.23.11.2021 by visiting Assam Industrial Development Corporation Limited official website www.aidcltd.com.
2. Hardcopies of applications in prescribed format (as uploaded in the AIDC website www.aidcltd.com) along with self attested copies of certificates in support of educational qualifications, experience, age, caste, permanent residence along with a recent passport size photograph should reach the Managing Director, AIDC by dtd.07.12.2021, on the following address-

Managing Director
Assam Industrial Development Corporation Ltd.
R. G. Baruah Road
Guwahati-24

The envelope containing the application form should mention the following on the top:

“Application for the post of Assistant Manager (Legal) on Ad-hoc basis”

Sd/-
Managing Director