

**WAPCOS LIMITED**  
**(A Government of India Undertaking)**  
**(76-C, Sector-18, Institutional Area, Gurugram, Haryana)**

NO. WAP/5/755/2018/Pers.

Date: 30.01.2019

WAPCOS Limited requires Dy. Manager (Legal) and Assistant Manager (Trainee Legal). The requisite qualification, minimum experience, age and pay package for the post of Dy. Manager (Legal) and Assistant Manager (Trainee Legal) are as under:

Sl. No.	Name of the Post and pay Scale	No. of post	Maximum Age as on 01.02.2019	Minimum Experience as on 01.02.2019	Qualification
01.	Dy. Manager (Legal) in the Pay scale of Rs.40,000-140,000 (Revised IDA)	01	35 Years	Minimum 5 years relevant experience in the field of legal matters.	LLB Degree from a recognized university with minimum 55% marks.
02	Assistant Manager (Trainee Legal) in the Pay scale of Rs.30,000-1,20,000 (Revised IDA) (fixed amount Basic Rs.38,000/- HRA Rs.8000/-)	01	30 Years	Minimum 6 months relevant experience in the field of legal matters.	LLB Degree from a recognized university with minimum 50% marks.

- Incumbents will be entitled for LTC, Medical reimbursement and CPF as per rules of the company.
- Applicants are requested to submit the following fee in the form of demand draft drawn in favour of WAPCOS Ltd payable at Gurugram along-with the application form:
  - Rs.1000/- in case of General/OBC candidates
  - Rs.500/- in case of SC/ST/PWBMD and female candidates
- Those who are working in Govt. Departments/PSU/Autonomous bodies are required to apply through proper channel or produce no objection certificate at the time of interview.
- Management reserves the rights to fix the criteria to restrict the number of candidates to be called for Interview.
- The candidates who had applied earlier for the post of Dy. Manager (Legal) need not to apply again.
- No residential accommodation will be provided. However, HRA will be provided as per rules of the company.
- Before submission of application, the candidate must ensure that he/she fulfills the eligibility criteria and other norms mentioned in the advertisement.
- Age relaxation for SC/ST/OBC and PWBMD will be as per Government rules.
- CVs should be submitted in the prescribed proforma **along with photocopies of documents in support of date of birth, qualification, experience and proof of category etc. in case candidate belonging to reserved category** and post applied for should be super scribed on the envelope of the application.
- SC/ST/PWBMD candidates coming from outstation for appearing in the Written Test/Skill Test/Personal Interview will be paid rail/bus fare by the shortest route as per rules/sleeper class on production of tickets/proof.

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- The post of Dy. Manager (Legal) and Assistant Manager (Trainee Legal) are for Projects Assignments and the candidates selected will be liable to be posted anywhere in India.
- The mere fact that a candidate has submitted his/her application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/her the right to be definitely called for interview/considered further for the engagement.
- The Applicant should have valid Indian Passport will be required at the time of joining.
- The Company will not be responsible for any postal delay within the specified time.
- Interested candidates fulfilling the eligibility conditions may send their CV in the prescribed proforma to

**Head (Personnel),  
WAPCOS Limited, Plot No.76-C, Sector-18,  
Gurugram-122015, Haryana**

**Within 15 days from the date of release advertisement**

- For details and proforma visit our website [www.wapcos.co.in](http://www.wapcos.co.in) and for clarification call 0124-2399421-26 (extn.1206).