

**DIRECTOR GENERAL, ARCHAEOLOGY & MUSEUMS, HARYANA,**  
**ART & DESIGN BUILDING, SECTOR-10, CHANDIGARH**

(PHONE NO. 0172-2740559, 0172-2740560)

**ADVERTISEMENT**

Applications are invited from eligible candidates for engaging on the post of Legal Assistant on the fixed monthly salary of Rs. 23500/- (Rs. Twenty Three Thousand and Five Hundred only) purely on temporary contractual basis for a period of one year. The Educational qualifications for the said post is as under :-

1. 1<sup>st</sup> Division in 10<sup>th</sup> & 12<sup>th</sup> Class.
2. Law Graduate from recognized University (Eng. Medium)
3. Weightage to Higher qualification and experience.

**Total post :- 1 (One) [General]**

**Duties/ Responsibilities:-** Deal with all Court Cases from inception till final stage. Prepare draft/reply/application/petition/affidavit independently and in consultation with the Advocate General, Haryana and Tender Legal/Advice on office matters whenever needed.

**Age Limit:-** Maximum Age 42 years as per Government Instructions.

The eligible candidates may submit their applications in prescribed Application form within 15 days after publication of advertisement.



**Director General,  
Archaeology & Museums Department,  
Haryana, Chandigarh.**

(APPLICATION FORM FOR THE POST OF LEGAL ASSISTANT ON CONTRACT BASIS)

To

The Director General,  
Archaeology & Museums Deptt, Haryana  
Art & Design building, Sector-10,  
Chandigarh.

Subject: Application for the post of Legal Assistant on Contract basis.

Sir,

With reference to your advertisement published in newspaper, I hereby submit my application with qualifications and experience as given under:-

1. Name (in capital letters).....
2. Father's Name .....
3. Date of birth .....
4. Age as on date .....
5. Sex (male/Female) .....
6. Category .....
7. Complete address with mobile number.....

8. Educational Qualifications

Sr.No	Qualification	Board/University	Obtained marks	Total marks	Percentage/Division

9. Any other professional qualification.....
10. Details of experience .....

Place:

Date:

(Please enclose attested copies of all testimonial)

Signature of applicant