

# ARMY LAW COLLEGE, PUNE

Old Pune-Mumbai Highway (NH-4),  
Saibaba Sewadham, Kanhe, Pune- 412106  
Phone No: 02114-297338, 9168513509,  
Website: www.alcpune.com

An Institution of Army Welfare Education Society (AWES)  
Affiliated to SPPU and Approved by BCI & Government of Maharashtra  
(Permanently Non- Aided College)

## WALK IN INTERVIEW

Walk-in-interview of eligible candidates for the following contractual posts, on ad hoc basis for one year will be held at Army Law College, Pune on **16 May 2024**:-

Post	No. of Vacancies	Qualification	Date of Interview
Warden Boys Hostel	01 - Male (Open to all)	Candidate should be minimum Graduate/ Army Graduate, preferably Ex-serviceman & to be medically fit. Warden will stay in campus accommodation. He will be responsible for inventory management, supervision of maintenance works of buildings, generators, student mess and performing any other administrative tasks of institution. Preference will be given to Ex-serviceman JCO/NCO of Indian Army with experience as Instructor in Category A/B establishment/Regimental Centre/ ASPT/ NCC Units/NSS.	16 May 2024
Warden Girls Hostel	01 - Female (Open to all)	Candidate should be minimum Graduate/Diploma in Nursing/ Catering/ Sports discipline/Education. Warden to stay in campus accommodation. Responsibilities include student facility management, inventory management, upkeep & maintenance works in hostel premises, student mess and related administration tasks. Preferred candidate with experience of managing NGO/Girls Hostels/ Academic Institution. Veer Nari/ wife serving/ retired army personnel will be given preference.	
Academic Clerk	01- Open to all	Graduate/Army Graduate proficient in clerical duties. Preference will be given to Army Ex-servicemen JCO/NCO Clerk having experience of minimum 15 years as Clerk (Staff Duties). Experience in handling of Academic Clerk duties of any College/University will be preferred.	
Peon	01- Open to all	10th Pass/SSC. Experience as peon in any office/organization will be given weightage. The Peon will be employed as Multi Tasking Staff (MTS) on administrative duties in the campus. Preference will be given to Ex-servicemen.	

**Eligibility:** Candidates shall carry application along with Biodata and scanned copies related to education/eligibility conditions/work experience certificates, 02 passport photographs and ESM shall carry their PPO / Discharge Book at the time of interview. The consolidated pay scales & service conditions shall be as per the AWES norms. Candidates are required to forward CV & biodata alongwith educational qualification & experience certificates by email at [armylawcollegepune@gmail.com](mailto:armylawcollegepune@gmail.com) Candidates should report at **9.30 AM on 16 May 2024** at Army Law College campus at Kanhe, Pune.

(Mr. Ganeshappa Deshmane)  
Principal