

WAPCOS LIMITED**(76-C, Sector-18, Institutional Area, Gurgaon, Haryana)**

WAPCOS Limited requires Junior Assistants. The required qualification, maximum age and pay scale for the post is as under:

Sl. No.	Name of the Post and pay Scale	Maximum Age (31.10.2016)	Qualification
01.	Jr. Assistant In the pay scale of ₹8000-₹18700(Revised IDA)	35 years	Regular bachelor's degree in Commerce(B.COM) from a recognized University

- Incumbents will be entitled for LTC 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 Gurgaon/New Delhi along-with the application form ,application fee is non-refundable in any case:
 - ₹1000/- in case of General/OBC candidates
 - ₹500/- in case of SC/ST/PWD 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 Written Test.
- Management reserves the rights to fix the criteria to restrict the number of candidates to be called for Written Test.
- No residential accommodation will be provided. However, HRA will be provided as per rules of the company.
- Age relaxation for SCs/STs/OBCs and PWDs will be as per Government rules.
- Before submission of application, the candidate must ensure that he/she fulfils the eligibility criteria and other norms mentioned in the advertisement.
- CVs should be submitted strictly in prescribed proforma **along-with photocopies of documents in support of Date of birth, Qualification, Experience and Proof of category etc. in case of candidate belonging with reserved category.** No other proforma will be accepted.
- SC/ST/PWD candidates coming from outstation for appearing in the written test will be paid rail/bus fare by the shortest route as per rules/ II class on production of tickets/proof.
- The post of Jr. Assistant is for Projects Assignments and the candidate selected will be liable to be posted anywhere in India or abroad.
- 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 Written Test /considered further for engagement.
- 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, Gurgaon-122015, Haryana within 15 days from the date of release of the advertisement (28.11.2016). The last date for receipt of application is 12.12.2016**
- For details and proforma visit our website www.wapcos.co.in and for clarification call 0124-2399421-26(extn.1206)