

**SARDAR SAROVAR NARMADA NIGAM LIMITED**

**(CIN : U45200GJ1988SGC010493)**

**Block No.12, 2<sup>nd</sup> Floor,  
New Sachivalaya Complex,  
Gandhinagar 382 010.**

**Advertisement for Recruitment on Contractual Basis**

Sardar Sarovar Narmada Nigam Limited (SSNNL) invites applications from interested professionals / candidates for filling up of the following positions on fix terms contract basis for the period of 03 (Three) years.

<b>Name of Post</b>	<b>Company Secretary</b>
No. of Post	01 (One)
Pay	Remuneration up to Rs.1,00,000/- per month fix.
Educational Qualifications	Must be a qualified Company Secretary and Law Graduate with a minimum of 7 years post – qualifications experience in a Private or a Public Sector Undertaking. Candidate must be well versed with the provisions of Companies Act, 2013 and other Corporate Laws. Candidate should be capable of co-ordination with MCA, NCLT, SEBI, Stock Exchange, Merchant Banker and other Government Authority.  Excellent drafting in English and knowledge of Gujarati language is must.
Name of Post	<b>Assistant Company Secretary</b>
No. of Post	01 (One)
Pay	Remuneration up to Rs.75,000/- per month fix.
Educational Qualifications	Must be a qualified Company Secretary and Law Graduate with a minimum of 3 years post – qualifications experience in a Private or a Public Sector Undertaking. Candidate must be well versed with the provision of Companies Act, 2013 and other Corporate Laws. Candidate should be capable of co-ordination with MCA, NCLT, SEBI, Stock Exchange, Merchant Banker and other Government Authority.  Excellent drafting in English and knowledge of Gujarati language is must.

<b>Name of Post</b>	<b>General Manager (Legal)</b>
No. of Post	01 (One)
Pay	Remuneration up to Rs.75,000/- per month fix.
Educational Qualifications	<p>Must be a qualified Law Graduate with a minimum of 7 years post – qualifications experience in a Private or a Public Sector Undertaking. Candidate must be well versed with the provision of Court Matters, Contract Management, Drafting and Vetting of Legal documents and other Legal Matters.</p> <p>Excellent drafting in English and knowledge of Gujarati language is must. Preference will be given to Law Graduate from National Law University.</p>
<b>Name of Post</b>	<b>Legal Assistant</b>
No. of Post	02 (Two)
Pay	Remuneration up to Rs.35,000/- per month fix.
Educational Qualifications	<p>Must be a qualified Law Graduate with a minimum of 1 year post – qualifications experience in a private or a Public Sector Undertaking is necessary. Candidate must be well versed with the provision of Court Matters, Contract Management, Drafting and Vetting of Legal documents and other Legal Matters.</p> <p>Excellent drafting in English and knowledge of Gujarati language is must. Preference will be given to Law Graduate from National Law University.</p>

Eligible and interested candidates will have to send the application for the above all posts along with a self-attested copy of Experience and Qualification via R.P.A.D. to “ The Assistant General Manager (Personnel), Sardar Sarovar Narmada Nigam Limited, Block No.12, 2<sup>nd</sup> Floor, Sachivalaya, Gandhinagar” to be received on or before 8<sup>th</sup> March, 2019. Preference will be given to experienced person and salary is negotiable for right candidate.

Website: [www.sardarsarovardam.org](http://www.sardarsarovardam.org)

Assistant General Manager (Personnel),  
Sardar Sarovar Narmada Nigam Ltd.  
Gandhinagar.

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