

**Job Opportunity: Front Office Coordinator**

District Legal Services Authority, West Khasi Hills District, Nongstoin, invites eligible Indian citizens for a "Walk-In-Interview" on 20th December 2023.

**Position:** Front Office Coordinator

**Vacancy:** 1 (one)

**Contract Period:** 1 year

**Monthly Remuneration:** Rs. 26,500/-

**Date and Time:** 20th December 2023, 10:00 AM onwards

**Venue:** Office of the District and Sessions Judge, West Khasi Hills District, Nongstoin.

**Minimum Educational Qualification:** Bachelor's Degree with Diploma in Computer Application.

**Age:** As per existing Government rules.

**How to Apply:**

Interested applicants can apply in Standard Form along with self-attested documents, 2(two) passport size photograph, Self-addressed envelope with stamp (Rs.5/-. Candidates shall also clearly mention their contact number and email ID for communication purposes. They should bring original documents for verification. Registration on 20th December 2023, 10:00 AM to 11:00 AM. No TA/DA provided. Persons already in employment should bring "No objection certificate" from their current employer.

**Contact Information:**

For further details, visit <https://nongstoin.dcourts.gov.in>

**Note: Decision to cancel the walk-in interview reserved. The appointment is on a contractual basis and cannot be claimed for future absorption.**