

THE KARNATAKA LAW SOCIETY, TILAKWADI, BELAGAVI

ELIGIBILITY CRITERIA FOR APPOINTMENT OF FOLLOWING POST IN KLS & IT'S INSTITUTIONS

Sl. No.	Cadre	Qualification	Experience
1	Accounts Superintendent	Graduate in B. Com/M. Com from recognized University. Must be proficient in working under computer/ office automation environment. Must have knowledge of Kannada (Reading & Writing).	A minimum of 6 years experience in cadre of FDA-Accounts or any equivalent position.
2	Office Superintendent-Administration	Graduate in any discipline from recognized University. Must be proficient in working under computer/ office automation environment. Must have knowledge of Kannada (Reading & Writing).	A minimum of 6 years experience in cadre of FDA-Administration or any equivalent position
3	First Division Assistant (FDA) - Accounts	Graduate in B. Com/M. Com from recognized University. Must be proficient in working under computer/ office automation environment. Must have knowledge of Kannada (Reading & Writing).	A minimum of 6 years experience in cadre of SDA-Accounts or any equivalent position.
4	First Division Assistant (FDA) Administration	Graduate in any discipline from recognized University. Must be proficient in working under computer/ office automation environment. Must have knowledge of Kannada (Reading & Writing).	A minimum of 6 years' experience in cadre of SDA-Administration or any equivalent position
5	Second Division Assistant	Any Graduate from recognized University with Basic Computer Education. Must have knowledge of Kannada (Reading & Writing) /Office Automation.	--
6	Junior Engineer (Civil) at KLS Administrative Office	Diploma in Civil Engineering (3 years course) or B. E. in Civil Engineering	--