

DEPUTY MANAGER

Sr. No.	Nomenclature of Post	Equivalent to BPS	Job Specification (Qualification & Experience for initial Induction)	Job Descriptions (JDs)
1	Dy. Manager (Legal)	18	<p><u>Qualification</u></p> <ul style="list-style-type: none">At least Law Graduate must be registered with Bar Council. <p><u>Experience</u></p> <ul style="list-style-type: none">Must have performed as practicing lawyer of corporate affairs & service matter for at least 7 years. <p>Max Age Limit: 40 Years.</p>	<p>The Dy. Manager (Legal) shall report to Manager (HR & Admn) and be responsible to:</p> <ul style="list-style-type: none">Pursue and become O.R JPCL court cases on behalf of company.Oversee & manage all litigation of JPCL and coordinate with external lawyers concerning legal cases.Should be able to strongly advocate the Company's objectives/ interests with external stakeholders.Preparing legal notices and their replies.Maintenance of record of Trade Unions, list of office bearers operating in regions/ formations.Any other work assigned by the In-charge officer.