

MAHARASHTRA STATE LEGAL SERVICES AUTHORITY, MUMBAI

**Address:- 3rd Floor, MTNL Fountain Telecom Building No.1, Near
Bombay High Court, Mumbai 400001.**

Website of MSLSA : [www.https://maharashtra.nalsa.gov.in/](https://maharashtra.nalsa.gov.in/)

E-mail Id: mslsa-bhc@nic.in

Advertisement Date: 30.07.2026

Last Date of submission of Application: 10.08.2026, 04.00 pm

Accountant on Contract Basis

The Maharashtra State Legal Services Authority, Mumbai (the '**MSLSA, Mumbai**' for short) invites the applications (from the suitable applicants) for the post of Accountant (one post) purely on Contract Basis for 11 months.

A. Eligibility Criteria:

- (a) **The applicant must** be a citizen of India.
- (b) **Minimum Education:** - Candidate must be at least a Commerce Graduate from any recognized University.
- (c) **Work Experience:-** Candidate must possess minimum work experience of Two Years as an accountant with Maharashtra State Legal Services Authority/ High Court Legal Services Committee/Sub-Committees/ District Legal Services Authority any Court or Tribunal.

or

Candidate must have 3 years work experience as an accountant with any other institution.
- (d) **Knowledge of Computer:** - Candidate must be well acquainted with necessary accounting software and computer programs viz. Microsoft Office, Excel, Tally etc.

- (e) **Typing Speed:** - Candidate's Typing speed shall not be below 30 w.p.m. (Marathi & English)
- (f) **Language Proficiency:** - Candidate must be able to read, write and talk in English, Marathi and Hindi languages.

B. Remuneration/Pay:

- a) The candidate may be paid a consolidated amount of Rs.40,000/- per month as Honorarium for his/her assignment and he/she shall not be entitled for any other allowances and shall not be treated or deemed to be in the regular employment of the Authority.

C) Terms and Conditions:

- a. The duly filled and signed application, along with self-attested copies of the requisite documents/certificates, shall be sent to the Member Secretary, Maharashtra State Legal Services Authority, Mumbai in the above said manner at the aforementioned address by *Speed Post with Acknowledgement Due*. The same must reach the office of MSLSA, Mumbai on or before **10/08/2026** during office hours, i.e. up to **04.00 p.m.**
- b. No hand delivery of the application shall be entertained. Any application submitted in person will be treated as invalid.
- c. Applications received after the last date shall not be entertained. The MSLSA, Mumbai shall not be responsible for any delay or lapse caused by postal service.
- d. If called for Interview/ Viva-Voce, the applicant shall bear his/her own expenses towards travel, accommodation, and any other incidental charges.
- e. The applications containing incomplete/incorrect information will be rejected. Should any of the particulars furnished be found to be false to the knowledge of the candidate, he/she will not be allowed to continue to participate in the selection process and, if appointed, will liable to be dismissed. The wilful suppression of any material fact will be similarly treated.

- f. Eligibility of the candidate, shall be finally decided after scrutiny of the documents produced by him/her on the date given by the High Court. Only when he/she is found eligible upon scrutiny of the documents, he/she will be called.
- g. All announcements / notifications regarding the recruitment process will be uploaded from time to time on the official website of the Maharashtra State Legal Services Authority, Mumbai :
[www.https://maharashtra.nalsa.gov.in/](https://maharashtra.nalsa.gov.in/)
- h. Applicants are required to visit the aforesaid website regularly for updates. No personal communication in any form will be made to any of the candidates in regards to the selection process.
- i. His/Her services can be terminated by MSLSA at any time before completion of the said period of 11 months without giving any notice.
- j. Call for interview will not create any right in favour of applicant to the said post.

30.07.2024
Member Secretary

PROFORMA

**APPLICATION FOR THE POST OF ACCOUNTANT IN THE OFFICE OF
MAHARASHTRA STATE LEGAL SERVICES AUTHORITY, MUMBAI**

Photograph

TO BE FILLED IN CAPITAL LETTERS ONLY

1	FULL NAME	
2	FATHER'S/HUSBAND'S NAME	
3	DATE OF BIRTH	
4	PERMANENT ADDRESS AND HOME DISTRICT	
5	CORRESPONDENCE ADDRESS	
6	MOBILE NO. AND E-MAIL ID	
7	PRESENT OCCUPATION, IF ANY	
8	NATIONALITY	
9	EDUCATIONAL QUALIFICATION	
10	TYPING SPEED	MARATHI - ENGLISH -
11	LANGUAGE SKILLS	
12	COMPUTER SKILL	
13	WORK EXPERIENCE	
14	ANY OTHER SPECIAL QUALIFICATION(S) / ACHIVMENT(S)	

Place:

Date:

Signature of the Candidate

Undertaking of the Applicant

I do, hereby, declare that above information furnished by me is correct and if anything found to be incorrect, my candidature may be cancelled.

Place:

Date:

Signature of the Candidate