



The West Bengal National University of Juridical Sciences

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Adv No.: NUJS/Reg/NT/ADV/1/Reg/2026

Date: 01.07.2026

ADVERTISEMENT FOR ENGAGEMENT OF ASSISTANT MANAGER – ACCOUNTS (CONTRACTUAL)

The West Bengal National University of Juridical Sciences (WBNUJS), Kolkata invites applications from eligible candidate for engagement to the post of Assistant Manager – Accounts on a contractual basis.

1. Name of the Post

Assistant Manager – Accounts (Contractual)- 2 post

2. Tenure of Engagement

The appointment shall initially be for a period of one year, which may be extended for a further period based on the candidate's satisfactory performance and the requirements of the University.

3. Essential Qualification

Bachelor's Degree in Commerce (B.Com.) with

CA Intermediate (CA Inter) from the Institute of Chartered Accountants of India (ICAI) or ICWA(Inter)

Desirable Qualification

Master of Commerce (M.Com.)

4. Experience

Minimum two (02) years' relevant experience in accounts, finance, budgeting, taxation, audit, financial reporting, statutory compliance, or related areas.

5. Age Limit

Maximum 35 years as on the last date of submission of applications.

6. Remuneration

Consolidated Salary of Rs. 45,000/- (Rupees Forty-Five Thousand only) per month.

Medical benefits shall be admissible as per the University Rules.

7. Selection Process

The selection process shall comprise:

Written Test – 70% weightage

Personal Interview – 30% weightage

8. How to Apply

Interested candidates are required to submit the duly filled-in application form along with self-attested copies of Educational qualification certificates, Experience certificates and Any other relevant supporting documents.

The completed application should reach: The Registrar, The West Bengal National University of Juridical Sciences (WBNUJS), 12, LB Block, Sector III, Salt Lake City, Kolkata – 700106 on or before 30-07-2026.

9. General Instructions

1. The University reserves the right to withdraw, cancel, modify, or postpone the recruitment process at any stage without assigning any reason.
2. Mere fulfilment of the prescribed eligibility criteria shall not entitle a candidate to be called for the Written Test and/or Interview.
3. No TA/DA shall be paid for attending the Written Test and/or Interview.
4. The Written Test and Interview shall be held at the University campus in Kolkata. The schedule will be notified to the shortlisted candidates separately.
5. The decision of the University in all matters relating to the recruitment process shall be final.


Registrar