



Jammu & Kashmir Cricket Association

(Affiliated to the Board of Control for Cricket in India)

Headquarters: Pavilion Building, Hostel Ground, GGM Science College, Jammu – 180016

Srinagar Office: Sher-i-Kashmir Cricket Stadium, Sonwar, Srinagar – 190001

Tel.: 0191-4015572 | Mob.: 8899002224

Ref. No. JKCA/Secy/JMU/2026/412

Dated 07-08-2026

ADVERTISEMENT

The Jammu & Kashmir Cricket Association (JKCA) invites applications from the eligible qualified, and experienced professionals for engagement against the following positions:

1. LEGAL ADVISOR

JOB DESCRIPTION

- To manage and oversee all legal affairs of the Association in accordance with the Constitution of JKCA, applicable laws, BCCI Regulations and the policies of the Association.
- To provide legal advice on contracts, agreements, disciplinary matters, governance, compliance and litigation involving the Association.
- To assist the Chief Executive Officer and the Apex Council in legal drafting, vetting of documents and ensuring statutory and regulatory compliance.
- To liaise with legal counsel, courts, statutory authorities and other stakeholders on behalf of the Association.
- To perform such duties as may be assigned by the Chief Executive Officer and the Apex Council from time to time.

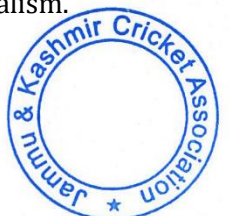
QUALIFICATIONS / EXPERIENCE

- Must be a Law Graduate (LL.B.) from a recognized University. LL.M. shall be preferred.
- Minimum **04 years'** experience in legal practice, corporate legal affairs, sports administration, regulatory compliance or litigation.
- Preference shall be given to candidates having experience in sports law, company law, arbitration or institutional governance.
- Experience in Corporate and Litigation Law will be preferred.

KEY SKILLS AND COMPETENCIES

- Sound knowledge of constitutional, corporate, contract, labour and sports laws.
- Excellent legal drafting, analytical and negotiation skills.
- Ability to interpret statutes, regulations and contractual documents.
- Strong communication and interpersonal skills.
- Ability to handle confidential and sensitive legal matters with integrity and professionalism.

The Candidate shall not be more than 60 years on the date of filing the application.





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2. MANAGER (MEDIA)

JOB DESCRIPTION

- To manage the media, communications and public relations activities of the Association in accordance with the policies of JKCA.
- To prepare and disseminate press releases, media advisories, digital content and official communications.
- To manage the Association's website and social media platforms and coordinate media coverage of matches, tournaments and events.
- To assist the Chief Executive Officer and the Apex Council in implementing communication strategies and enhancing the public image of the Association.
- To perform such duties as may be assigned by the Chief Executive Officer and the Apex Council from time to time.

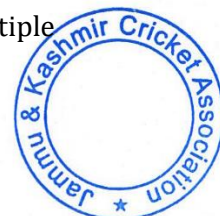
QUALIFICATIONS / EXPERIENCE

- Must be a Graduate from a recognized University. A degree or diploma in Journalism, Mass Communication, Public Relations, Digital Media or a related field shall be preferred.
- Minimum **04 years'** experience in media management, journalism, public relations, digital communications or sports communications.
- Preference shall be given to candidates having experience as Panelist in Leading National Level Print/Electronic Media.
- Proficiency in English, Urdu, Hindi. Dogri/ Punjabi also preferred.

KEY SKILLS AND COMPETENCIES

- Exposure of covering media at National Level.
- Excellent written and verbal communication skills in English.
- Strong media relations, content writing and public relations skills.
- Proficiency in social media management, website content management and digital communication tools.
- Ability to manage media during tournaments, press conferences and official events.
- Strong organizational skills with the ability to work under deadlines and manage multiple assignments.

The Candidate shall not be more than 60 years on the date of filing the application.





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3. LOGISTICS OFFICER

JOB DESCRIPTION

- To plan, coordinate and supervise all logistics and operational activities of the Association relating to cricket camps, tournaments, domestic matches and other official events.
- To coordinate travel, accommodation, local transportation, boarding and allied logistical arrangements for players, support staff, match officials and Association officials.
- To liaise with BCCI, State Cricket Associations, hotels, transport agencies, vendors and other stakeholders for smooth execution of cricketing activities.
- To ensure timely availability of playing equipment, training aids and other operational requirements at venues, camps and tournaments.
- To assist the Chief Executive Officer and the Apex Council in logistics planning, vendor management, budgeting and operational coordination.
- To perform such duties as may be assigned by the Chief Executive Officer and the Apex Council from time to time.

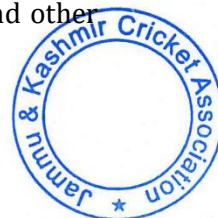
QUALIFICATIONS / EXPERIENCE

- Must be a Graduate from a recognized University.
- Minimum 04 years' experience in logistics management, sports administration, event management, operations or a related field.
- Preference shall be given to candidates having experience in logistics management of BCCI domestic tournaments, sports events or large-scale institutional operations.

KEY SKILLS AND COMPETENCIES

- Sound knowledge of logistics planning, travel management, accommodation and vendor coordination.
- Excellent organisational, coordination and communication skills.
- Proficiency in MS Office, e-mail correspondence and preparation of operational reports.
- Ability to work under pressure, manage multiple assignments and meet strict timelines during cricketing activities.
- Ability to coordinate effectively with BCCI, State Associations, service providers and other stakeholders with professionalism and integrity.

The Candidate shall not be more than 60 years on the date of filing the application.





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General Terms & Conditions

- The engagements of Legal Advisor & Manager Finance shall be purely on a contractual basis for an initial period of One (01) year.
- The contractual tenure may be extended at the sole discretion of the Jammu & Kashmir Cricket Association, subject to such terms and conditions as may be decided by the Association.
- The engagement of **Logistics Officer** shall remain valid only for the **Cricketing Season 2026-27** and shall automatically come to an end upon completion of the season.
- Remuneration and other service conditions shall be determined by the Apex Council.
- The appointments shall be subject to verification of qualifications, experience and antecedents.
- The selected candidates shall be required to maintain confidentiality, integrity and neutrality in discharge of their duties and shall comply with the Constitution, Rules, Regulations and Policies of JKCA.
- Jammu & Kashmir Cricket Association reserves the right to accept or reject any application without assigning any reason and to cancel or modify the selection process at any stage.
- Salary/Professional Fee – Negotiable

How to Apply

Interested candidates may submit their applications along with:

- Detailed Curriculum Vitae (CV);
- Self-attested copies of educational qualifications;
- Experience certificates;
- Proof of age;
- Two recent passport-size photographs; and
- Any other supporting documents.

Applications should reach the office of the Honorary Secretary, Jammu & Kashmir Cricket Association via hand at Pavilion Building, Hostel Ground, GGM Science College, Jammu, 180016 or via email at hony.secretaryjkca@gmail.com by or before 14th August, 2026 (5:00 PM).

Applications received after the prescribed date shall not be entertained.



Sd/-

Honorary Secretary

Jammu & Kashmir Cricket Association