



INDIAN STATISTICAL INSTITUTE
(DELHI CENTRE)

7 SJS SANSANWAL MARG, NEW DELHI 110016
(An Autonomous Institute under MOSPI, Govt. of India)

No.PU/Con (Legal)/19/2022

May 04, 2022

ADVERTISEMENT

Indian statistical institute, Delhi Centre invites applications for engaging one Consultant (Legal) on contract basis for a period of one year, extendable further based on need & performance. The performance of the consultant will be reviewed after every six months and the contract shall be extended-or discontinued (as the case may be) depending upon the performance.

The essential educational qualification, experience and others details for the post of Consultant (Legal) are as follows:-

Qualifications : **Essential:** (i) Degree of L.L.B or equivalent from a recognized university and/or Institute in India or abroad and recognized by the Bar Council of India. (ii) Qualified to be registered as an advocate in any State Bar Council/Bar Council of India in terms of Advocate's Act, 1961. (iii) At least five years of experience in Court of Law or expert in legal matters with having five years of experience working in Government Department having handled Court Cases. (iv) Retired government servant of the level of SO/US/DS fulfilling the (i), (ii) & (iii) criteria may also apply for the post.

Desirable: Knowledge in RTI, Patent and IPR related matters and Labour laws.

Remuneration : **₹ 40,000/- per month consolidated.** No other benefits or allowances are admissible. The amount of fee in case of retired government officials shall not exceed the ceiling of (Last Pay+ DA drawn minus Basic Pension).

Age : The maximum age limit for Consultant (Legal) shall be 62 years as on March 31, 2022.

Period of engagement : The Consultant (Legal) will initially be engaged for a period of one year. The engagement can be extended or curtailed depending on the performance of Consultant (Legal) or the need of the Institute. He/She would be attending office on all working days for at least three hours and may be available for advice/consultation if and when required even on holidays.

Temporary Engagement :The engagement will be purely on temporary basis and it will confer no right as Consultant (Legal) for regularization/permanent appointment in any case.



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Supervision : The Consultant (Legal) will work under the direct guidance and supervision of Deputy Chief Executive (Admn) 'A' of the Institute.

THE GENERAL TERMS AND CONDITIONS OF ENGAGEMENT ARE AS LISTED BELOW:

1. **Leave:** No leave, except 8 days of casual leave in a calendar year.
2. **TA/DA:** TA/DA is allowed for travel in the country in connection with the official work as per normal rules applicable to any serving officer of the rank of Senior Administrative Officer of the Institute.
3. The Consultant (Legal) will be based in Delhi.
4. The Institute reserves the right to terminate the services of the Consultant (Legal) without any prior notice if the performance is not found to be satisfactory.
5. The Consultant (Legal) would be subject to the provisions of Indian Official Secrets Act, 1923 not only during the assignments but thereafter also.
6. The Consultant (Legal) is expected to perform the following duties/functions.
 - a. Tender legal opinion on the issues coming before the Institute. Prepare para-wise comments on all OAs, Writ Petitions, SLPs, PILs filled against the Institute and forward to the concerned Standing Counsel after approval of the Competent Authority of the institute for drafting counter affidavit. He/She should also advise on all the RTI matters pertaining to the Institute.
 - b. Scrutinize the counter affidavit received from Counsel with reference to the para wise comments.
 - c. Perform such other work of a legal nature as may be entrusted to him/her from time to time.
 - d. Maintain a register of pending court cases in the Institute.
 - e. Monitor the pending court cases.
 - f. Vetting of the Contracts and MoU's to be executed by the Institute with other organizations.
 - g. Legal Vetting of all official documents of the Institute like Agreements, NITs, work Orders etc as and when required.
 - h. To represent the Institute in all arbitral proceedings.
 - i. To present before the Court during the hearings.
7. Further, the Consultant (Legal) should be in sound health (both physically and mentally), should not be accused in any pending inquiry and should be of impeccable integrity. A Certificate from the appropriate authority will be required to be furnished.



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Selection Procedure: The engagement shall be purely on contract basis. The Consultant (Legal) shall be selected by the Screening-cum-Selection Committee constituted by the Institute for this purpose. The decision of the Committee shall be final and binding.

The interested candidates may appear in the walk-in-interview scheduled on May 12, 2022 between 2.30 P.M. (Noon) to 5.30 P.M. at the below mentioned address:-

Head, Delhi Centre's Room,
Ground Floor, Faculty Buidling,
Indian Statistical Institute,
7, S J S Sansanwal Marg,
Katwaria Sarai, New Delhi-110016

The reporting time is between 1.30 P.M. to 2.30 P.M. Candidates arriving after conclusion of the walk-in-interview timings will not be allowed. Interested candidates may appear for walk-in-interview along with duly filled Application Form as per proforma and with all originals testimonials and certificates.

The Institute holds the right to reject any application without furnishing any reason to the applicant whatsoever. Further, the applicants should submit an affidavit of **No Conflict of Interest** that personal interests could not improperly influence their advice/consultancy in the exercise of their duties.

Deputy Chief Executive (Admn) 'A'

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7, SJS, SANSANWAL MARG NEW DELHI 110 016

PLEASE FILL UP THE APPLICATION FORM IN CAPITAL LETTERS

APPLICATION FOR THE CONTRACTUAL POSITION OF CONSULTANT (LEGAL)

1. Post applied for _____
 2. Name in full (in block letters) Mr./Mrs./Miss
(first name) _____ (middle name) _____ (surname) _____
 3. Father's Name: _____
 4. Permanent Address: _____

 5. Address for communication: _____

_____ Pin Code _____
- Phone (Residential): _____ Phone Office: _____ Mobile: _____
- E-mail address: _____

Paste/affix passport size recent photo. Do not staple the photograph

6. Date of birth _____ 7. Sex: Male/Female
7. Nationality _____ 9. Religion _____
8. Mother tongue _____ 11. Marital status: Unmarried/Married

9. Particulars of academic qualifications S.S.C./ Matriculation onwards. Attach copies of marks/grade sheets and certificates including technical qualifications

No.	Examination	Year of admission	Year of passing	Division/ Grade	Special subjects or field of specialisation	School/ College/ University

10. (i) Registration as an Advocate in State Bar Council/Bar Council of India in terms of Advocate's Act 1961

Registration No. _____

(ii) Retired Govt. Servant of the level of SO/US/DS Yes/No

(iii) Knowledge in RTI, Patent and IPR related matters Yes/No

11. Knowledge of computer Yes/No

12. Previous experience details (please list all starting from the current job) Use separate sheet if needed

No	Name & address of employer	Designation & Nature of duties	Period of employment should be clearly mentioned		Total salary		Reason for leaving
			From	To	Beginning	Final	

13. Languages known

S.No	Language	Read	Write	Speak

14. Names of two character references other than relatives.

S.No.	Full Name	Occupation or Business	Present Address & Mobile No.
1			
2			

15. Any other information you wish to add

Declaration: I hereby declare that all the statements made above/information given above are true and correct to the best of my knowledge and belief. If at any stage if the above information is found to be untrue, my candidature is liable to be cancelled,.

(Place)

(Date)

(Full signature of the applicant)