

GOVERNMENT OF NCT OF DELHI
DIRECTORATE OF EDUCATION, E-I BRANCH
OLD SECRETARIAT, DELHI-110054

Website: edudel.nic.in

F. No.DE.1 (49)/307/E-I/Legal Consultants/2016/ 1859

Dated:- 12-08-2016

Engagement of Four (4) Legal Consultants on Contractual basis


The Department wants to hire the services of four (4) Legal Consultants on Contractual Basis for monitoring of cases in various courts, preparing replies, assisting its officers in court matters and other related works.

Applications are invited from eligible candidates for engagement as Legal Consultant, on Contractual basis, on consolidated fee of Rs. 1,10,000/- Per Month initially for a period of one year. The interested candidates may visit the Website of Directorate of Education i.e. www.edudel.nic.in for detailed terms & conditions and application form. The Complete application alongwith copies of educational qualification and experience etc. must reach the department by 05.09.2016. The applications should reach in the Directorate of Education, addressed to Assistant Director of Education (E-I), Room No. 216 (R&I Branch), Old Secretariat, New Delhi-110054.

Applications received after the last date or without necessary documents or otherwise found incomplete will not be considered.

The period of engagement is 01 year and all Rules, Regulations and provisions issued from time to time for engagement shall be applicable.

This vacancy circular and proforma is available on website www.edudel.nic.in.


Special Director of Education (Admn.)
Directorate of Education,
Old Secretariat, Delhi-110054.

राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार
शिक्षा निदेशालय, स्थापना शाखा-1
पुराना सचिवालय, दिल्ली-110054

फा.सं.शि.नि.1(49)/307/स्था.-1/कानूनी सलाहकार/2016/1859

दिनांक:- 12-08-2016

विज्ञापन

अनुबंधीय आधार पर चार (04) कानूनी सलाहकारों की नियुक्ति

शिक्षा निदेशालय, विभाग के विभिन्न अदालती मामलों की निगरानी, उत्तर तैयार करने, अदालती मामलों में विभागीय अधिकारियों को सहायता देने और अन्य संबंधित कार्यों के लिये 04 कानूनी सलाहकारों की सेवायें अनुबंधीय आधार पर लेना चाहता है ।

नियुक्ति पूर्णतः अनुबंधीय आधार पर तथा रू. 1,10,000/- (रुपये केवल एक लाख दस हजार) के समेकित पारिश्रमिक प्रतिमाह पर की जाएगी । इच्छुक उम्मीदवार नियुक्ति के लिये आवेदन प्रोफार्मा और शर्तें एवम् नियम शिक्षा निदेशालय की वेबसाइट (www.edudel.nic.in) से डाउनलोड कर सकते हैं । पूर्ण रूप से भरे आवेदन पत्र, शैक्षिक योग्यता एवं अनुभव इत्यादि समर्थित दस्तावेजों सहित, सहायक शिक्षा निदेशक, शिक्षा निदेशालय, रसीद एवं प्राप्ति शाखा, कमरा न0 216 पुराना सचिवालय दिल्ली-54 में दिनांक 05/09/2016 तक प्राप्त हो जाना चाहिये ।

अपूर्ण, बिना समर्थित दस्तावेज के साथ अथवा अंतिम तिथि के बाद प्राप्त आवेदन निरस्त कर दिये जायेंगे ।

अनुबंध की अवधि एक (01) वर्ष की होगी तथा समय-समय पर जारी किये गये सभी नियम, विनियम और प्रावधान लागू होंगे ।

उपरोक्त पद की नियुक्ति की विस्तृत जानकारी, आवेदन पत्र का प्रोफार्मा, परिपत्र और शर्तें एवम् नियम के लिये शिक्षा निदेशालय की वेबसाइट (www.edudel.nic.in) का अवलोकन कर सकते हैं ।

हस्ता/-
रजनी

विशेष शिक्षा निदेशक, (प्रशासन)

शिक्षा निदेशालय, पुराना सचिवालय

**GOVERNMENT OF NCT OF DELHI
DIRECTORATE OF EDUCATION, E-I BRANCH
OLD SECRETARIAT, DELHI-110054**

The Directorate of Education, Old Secretariat, Delhi-54 intends to hire the services of a team of young, energetic and suitably experienced Law professionals to work in Directorate of Education on term Contract basis on the following terms & conditions:

S.No.	Post	No. of Posts	Qualification	Experience
1.	Legal Consultant	04	Degree in Law from any recognized University.	Practicing advocates having put in not less than ten years (10) of practice in Delhi High Court or Central Administrative Tribunal. The advocate must have good communication skills and knowledge of legal practice acquired over a considerable period as mentioned above and should be able to present standards of excellence. It is desirable, without being exhaustive, that the advocacy practice will demonstrate experience in drafting of appeal, a position of leadership in a specialised area of the law and experience in conducting major cases

The candidates should have outstanding verbal and written communication and presentation skills, have the ability to take initiatives and be self-propelled and confident. They must be person of Integrity, highly skilled, creative, with an analytical insight and capable of working in team.

Consolidated remuneration per month shall be as follows:

(No other allowance will be payable over and above the consolidated amount)

S.No.	Post	Consolidated Remuneration
1	Legal Consultant	1,10,000/-

The appointment of Legal Consultants shall be subject to following conditions:

1. The appointee shall be designated as Legal Consultant, Directorate of Education, Government of NCT of Delhi.

2. The engagement is on full time contract basis and will not vest any right or claim for regular appointment against the said post.
3. The engagement is initially for a period of one year, which may be extended further on mutually agreed terms.
4. The appointee shall be entitled to a consolidated remuneration @ Rs. 1, 10,000/- (Rs. One Lakh Ten Thousand only) per month.
5. The Employer shall provide the appointee with Secretarial assistance including office telephone, etc. as is necessary to enable him/her to discharge his/her duties.
6. The appointee shall be entitled to TA/DA when on official tour.
7. The appointee shall be entitled to leave @ 2.5 days each month during the period of contract.
8. The employer deserves the right to terminate the said contract at any time before the expiry of the term of one year without assigning any reason whatsoever.
9. The other terms & conditions of engagement of the appointee shall be regulated through the orders issued by the Government from time to time.
10. Taxes, as applicable, would be deducted at source.
11. No remuneration as consultancy fee or any other fee shall be accepted by the Legal Consultants from any other source during the period of the engagement with Directorate of Education
12. While all the Legal Consultants are required to work normally from 09.30 AM to 06.00PM (Monday to Friday), with half hour lunch break, in Directorate of Education, Old Secretariat, Delhi-54. If required the Legal Consultants shall work any time, including Saturday, Sunday and Public holidays at the sole discretion of Director of Education. The Legal consultants may be required to visit Government Counsel/Courts as per the requirements of different cases;
13. The maximum age limit for engagement as Legal Consultant shall not be more than 50 years, as on the closing date of applications.
14. The candidature of applicants, who fail to appear for Personality Test on the scheduled date and time or who do not resume duty within three working days after the engagement order is issued, shall stand cancelled unless further extended by the Competent Authority.
15. In case the last day for submitted application form is a holiday, the application form may be submitted on next working day. Application received after due date shall be liable for rejection.

Review of Performance

- (i) The performance of each Legal Consultant shall be assessed by the Department on the basis of his performance in cases conducted by

him/her as well as the reports/comments on their working by the Department.

(ii) The extension of tenure of the Legal Consultant shall be subject to his/her performance and overall satisfaction of the Department.

(iii) The performance of the Legal Consultant shall be reviewed every year and his/her continuation shall depend on his performance in the particular year.

The Department reserves the Right to short list the applications received for aforesaid post, in case the number of applications is large. The department will also conduct personality test of short listed candidates.

Scheme for Selection:-

Personality Test

Candidates will be called for the Personality Test.

The duly filled application form along with self attested photocopies of relevant certificates/documents may be sent to The Assistant Director of Education (E-I) Room No. 216 (R&I Branch), Old Secretariat, New Delhi-110054, by 05.09.2016.

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: ESTABLISHMENT I BRANCH
OLD SECRETARIAT: DELHI – 110054**



1. Post applied for: Legal Consultant (on Contract)

2. Name in full (in block letters) Mr./Mrs./Ms.

3. Permanent Address:

4. Phone

(Resi.) : _____

(Mobile) : _____

5. Address for communication:

6. E-Mail Address:

7. Date of Birth :

8. Age as on closing date of application

9. Marital Status :

Married/Unmarried

10. Educational Qualification:
(Matriculation onwards)

S. No	Degree/Diploma /Certificate	Year of passing	% of marks obtained (rounded upto 2 decimals)	Subjects studied	School/College/University

11. Work Experience:

Name of the organization	Designation.	Period of employment		Total Pay Drawn	Nature of Duties	Reason for leaving
		From	To			

12. 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 and I also declare that there is no criminal case either contemplated or initiated against me.

Place:

Date:

(Full signature of the applicant)