

**No. 10/58/2016-NCLT
NATIONAL COMPANY LAW TRIBUNAL**

Dated, the 18th September, 2017

Subject: Engagement of Law Research Associates in National Company Law Tribunal (NCLT) purely on contractual assignment.

Applications are invited from Indian nationals to work as Law Research Associate in NCLT purely on contractual assignment on consolidated remuneration of Rs.30,000/- per month possessing the following essential qualifications:-

- I. Law Graduates (fresh or experienced) who have passed final year L.L.B examination with a minimum aggregate of 50% marks from a recognized university.
 - II. The candidate should be enrolled with any Bar Council.
 - III. The age of the candidate shall not be above 30 years as on 1st September 2017.
 - IV. The candidate must have knowledge of computer operation including retrieval of desired information from various search engines/ processors such as Manupatra, SCC Online, etc.
2. Location-wise tentative No. of vacancies of Law Research Associates are as under:-

Sl. No	Location	Tentative No. of vacancies of Law Research Associates
1	Delhi	4
2	Mumbai	3
3	Kolkata	1
4	Chennai	3
5	Hyderabad	2
6	Bengaluru	2
7	Guwahati	1
	Total:	16

3. **Duties and functions:** Law Research Associate shall function as Research Associate attached to Hon'ble President/Members of NCLT for the purpose of identification, selection, collection and combination of case laws, citation and judicial pronouncements relevant to specific proceedings, sitting during hearing of matters by

the Tribunal and noting down the arguments, preparing synopsis of the matters listed before the Tribunal, assisting in preparation of draft judgment if asked for. They shall also be responsible for development, storage and speedy retrieval of such material as per requirement and bunching of similar matters.

4. **Character:** The candidate should have absolute integrity, honesty and good moral character for which he/she will submit certificate of two responsible persons at the time of joining in the respective Bench. He/she should not be involved in any criminal case whether convicted or in which criminal trial is pending.

5. **Conduct during and after the terms of assignment:**

I. He/she shall maintain utmost secrecy in respect of matters which come to his/her notice by virtue of the assignment and shall ensure that no information, document or any other thing is leaked out because of mishandling of papers or his/her deliberations with other or in any manner. He/She will not disclose any fact which comes to his/her knowledge on account of such official attachment even after completion of terms of assignment unless such disclosure is legally required in discharge of lawful duties.

II. The Law Research Associate will not accept any other assignment during his/her term of engagement as such. He/she shall not practice as an Advocate in any court of Law during the course of assignment as Law Research Associate.

III. He/she will not leave headquarter without seeking permission from the Hon'ble Member concerned.

IV. He/she shall maintain punctuality in attending to his/her duties.

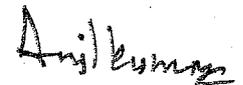
6. **Period of contract:** The period of contract initially will be for one year, extendable further on yearly basis depending upon the performance and requirement. The maximum period of engagement as Law Research Associate on contract basis in the NCLT will not exceed three years. Engagement on contractual basis will be subject to satisfactory performance and it can be terminated by the Tribunal, without assigning any reason whatsoever at any time. The short term contractual assignment shall not confer any right or claim to any regularization or continuance of service.

7. **Leave:** They will not be entitled to any kind of regular leave except casual leave on pro-rata basis.

8. They will have the option to give up their assignment by giving one month's advance written notice. However, the President, NCLT will have the power to waive the notice period.

9. Their working days and working hours shall be same as are applicable to other serving officers and employees of the Tribunal. However, depending upon the need and requirement of the Member to whom they are attached, they will be liable to work beyond office hours and even on Saturdays, Sundays and other holidays without payment of any extra remuneration.

10. **Last date for submission of application:** The interested candidates who are willing to serve in the NCLT may submit their applications as per the enclosed format along with a brief resume indicating the educational qualifications and experience, if any, so as to reach the undersigned (Shri Anil Kumar, Under Secretary to the Govt. of India, National Company Law Tribunal, Block No. 3, 6th Floor, C.G.O. Complex, Lodhi Road, New Delhi-110003) **on or before 09.11.2017**. Applications received after due date will not be considered.



(Anil Kumar)

Under secretary to the Govt. of India
Tele No. 011-24363667

**FORMAT OF APPLICATION FOR ENGAGEMENT AS LAW RESERCH
ASSOCIATE IN NATIONAL COMPANY LAW TRIBUNAL
ON CONTRACT BASIS**

		Attested copy of passport size photograph to be pasted
1.	Name in Full (IN BLOCK LETTERS)	
2.	Place for which application has been made	
3.	Date of Birth (valid documentary proof to be enclosed)	
4.	Father's Name	
5.	Correspondence Address (Including Telephone Number/ Fax Number/ Email id) (Email id is mandatory)	
6.	Permanent Address (Including Telephone/Fax Number)	
7.	Present occupation, if any	

8	Educational Qualifications in the reverse chronological order (Attested copies of Degree/Diploma to be attached)				
Name of University/ Equivalent Institution	Degree	Year of passing	Percentage of Marks obtained	Academic Distinction	Subject/ specialization
9.	Details of previous engagements				
Name and address of employer	Period of service		Nature of duty/experience		
	From	To			
10.	Time required for joining the post				

It is certified that the information furnished above is correct and true to the best of my knowledge

Place:

Date:

(Signature)
Name: _____