


Toi dt 17/7/2018 P-13

 **NATIONAL COUNCIL FOR TEACHER
EDUCATION**
WING-II, HANS BHAWAN
1, BAHADUR SHAH ZAFAR MARG
NEAR ITO, NEW DELHI-110002

F. No. Leg1066/24/2017-US(Leg.)-HQ-Part(1) Dated: 18 July, 2018

VACANCY CIRCULAR

The National Council for Teacher Education (NCTE), a statutory body, under the Ministry of Human Resource Development, Department of School Education & Literacy, Govt. of India, invites applications for engagement of the following:

1. **Two full time Legal Consultant** (consolidated remuneration amount of Rs. 40,000/- plus Rs. 5,000/- transport allowance per month).
2. **Four Part time Legal Consultant** (consolidated remuneration amount of Rs. 25,000/- plus Rs. 5,000/- transport allowance per month).

The details regarding eligibility, service experience, age limit, procedure for submission of application and the Proforma for Application may be downloaded from NCTE website: www.ncte-india.org (see "announcements"). Incomplete applications received after the last date shall not be entertained. The last date for receipt of application is **16.08.2018**.

(Sanjay Awasthi)
Member Secretary

davp 21334/11/0002/1819

NATIONAL COUNCIL FOR TEACHER EDUCATION
WING-II, HANS BHAWAN, 1, BAHADUR SHAH ZAFAR MARG,
NEAR ITO, NEW DELHI - 110002

File No.: NCTE-LegI066/24/2017-US(legal)-HQ

Dated: 18-07-2018

ADVERTISEMENT

Subject:- **Engagement of Legal Consultants (full time & part time) on contract basis.**

1. The National Council for Teacher Education (NCTE) a statutory body of Government of India was establishment in 1995 under the National Council for Teacher Education Act, 1993 (Act 73/1993) with a view to achieving planned and coordinated development, regulation and proper maintenance of norms and standards in the teacher education system throughout the country.
2. The Council seeks to engage Legal Consultants on contract basis initially for a period of one year, which can be further extended as per requirement at the discretion of Competent Authority in the NCTE, subject to satisfactory performance.
3. Applications from Indian Nationals are invited for the post of Legal Consultants from candidates fulfilling the following eligibility conditions.

Eligibility Conditions: -

1. Law Graduate from a recognized University with minimum 55% marks.
2. Registered with respective Bar Council for at least 10 years for full time Legal consultant and 3 years for part time Legal Consultants.

Desirable:-

- a. Post graduate in Law.
 - b. Experience in legal work in various Courts, Government or regulatory authority, tribunals, Commissions or any other similar forum.
 - c. Working knowledge of MS Office, Computer handling & Internet browsing.
4. Age Limit: Not more than 61 years as on the closing date of the Advertisement/Notice.
 5. Remuneration: The **full time** selected candidates will be paid a consolidated amount of Rs. 40,000/- plus Rs. 5,000/- transport allowance per month and the **part time** candidates selected will be paid a consolidated amount of Rs. 25,000/- plus Rs. 5,000/- transport allowance per month.
 6. Nature of Duties: The candidate so engaged as legal consultant is expected to work with the Legal Division of NCTE and shall perform various duties including following work: -
 - a. Preparation of case summary;
 - b. Identification of legal issues for adjudication;
 - c. Legal appreciation of other laws/Acts that have bearing on the case;
 - d. Legal research for precedents of Hon'ble Supreme Court, High Courts and judgments of various Commissions;
 - e. Preparing counters for writ petitions etc.;
 - f. Preparing draft Order and any other legal work as assigned.

7. Timing:

- a. Full time Legal Consultant: The timing for the full time Legal Consultant would be 9.00 am to 5.30 pm.
- b. Part time Legal Consultant: Part time Legal Consultants are to put in minimum four hours of service on all the working days and complete the assigned task.

8. Terms & Conditions:

- a. The legal consultant on having accepted the offer of engagement shall enter into a contract, with the National Council for Teacher Education, detailing the terms and conditions of engagement, also with a confidentiality clause before being assigned any work.
- b. Any breach of such Contract by the legal consultant shall be considered a sufficient ground for the termination of the engagement made under the Contract and may result in debarring such legal consultant from future engagement and making him/her also liable for an action as deemed fit by the Commission.
- c. The engagement may be terminated at any time by the NCTE by giving a notice of fifteen days. Similarly, if a candidate wants to resign he/she has to give fifteen days' notice in advance.

9. Undertaking: The successful candidates would be required to abide by detailed terms and conditions of engagement given in the attached Annexure-II and conditions mentioned in Para 6 above.

10. Method of Selection: The selection of candidate will be made as per order/guidelines on the subject. The candidates will be shortlisted based on marks in Law degree examination from a recognized University, and experience in the requisite field. The candidates will be interviewed by a Selection Committee constituted for this purpose, whose decision will be final and binding. No correspondence in this regard will be entertained. Intimation shall be sent only to the selected candidates.

11. Interested candidates may submit their application in the enclosed format with two recent passport size photographs as per Annexure-I along with self-attested photocopies of all the educational certificates in a sealed cover super-scribed "Selection for the post of Legal Consultant in NCTE" addressed to Sh. Sanjay Awasthi, Member Secretary, National Council for Teacher Education, Wing-II, Hans Bhawan, 1, Bahadur Shah Zafar Marg, Near ITO, New Delhi – 110002. The application should reach within 30 days from the date of publication of advertisement in the newspaper. Application which is not made in the format as per Annexure-I, incomplete and not received in time will be summarily rejected.

(Sanjay Awasthi)
Member Secretary,
NCTE

PROFORMA

Annexure-I

Recent
Photograph

APPLICATION FOR ENGAGEMENT OF LEGAL CONSULTANTS IN THE
NATIONAL COUNCIL FOR TEACHER EDUCATION
ON CONTRACT BASIS FOR **FULL TIME/PART TIME**

1. Name in full (in block letters)

2. Date of Birth & age

3. Father's name

4. Permanent address

5. Complete Residential Address
and Official Address, if any

6. Educational Qualification
(From Matriculation to LL.B/LL.M)

7. Marks obtained in L.L.B

8. Marks obtained in L.L.M

9. Date of Enrolment as an Advocate

10. Telephone/Mobile number

11. E-mail address

12. A resume about educational qualification, experience and any other extra as well as co-curricular activities alongwith photocopies of all the Certificates / documents in support thereof.

(Please attach a separate sheet)

13. List of publications in Law journals if any.

Place:

Date:

Signature

TERMS AND CONDITIONS OF ENGAGEMENT

A. Full time Legal Consultant:

The appointment of full time Legal Consultant would not be permitted to take up any other assignment during the period of consultancy with the NCTE.

B. Part time Legal Consultant:

Part time Legal Consultants are to put in four hours of service on all the working days, and NCTE would have any objection if they take up other assignments during the period but not anything against NCTE.

C. General Terms & Conditions:

1. The Consultant shall not indulge in or disclose to any person, any details of office, operation process, technical know-how and administrative/organizational matters which is of confidential/secret nature.
2. The Consultant shall be required to maintain discipline and absolute integrity in accordance with the rules as contained under the CCS (Conduct) Rules, 1964.
3. The appointment of Consultant both full time & part time are temporary (non-official) nature and the appointment can be cancelled at any time.
4. The post is based in New Delhi. The Consultant shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement etc.
5. Consultant shall be eligible for 10 days leave in a calendar year on prorata basis. Therefore, a Consultant shall not draw any remuneration in case of his/her absence beyond 10 days in a year (calculated on a prorata basis). Also, un-availed leave in a calendar year cannot be carried forward to next calendar year.
6. The NCTE would be free to terminate the services in case of unauthorized absence of consultant for more than 15 days beyond the entitled leave in a calendar year without compelling reasons.
7. No TA/DA shall be admissible for joining the assignment or on its completion.
8. The NCTE shall not be liable for any loss, damage, theft, burglary or robbery of any personal belonging/equipment or vehicles.
9. The Consultant shall not claim any benefit/compensation/absorption/regularization of service with this office under the provisions of Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970.
10. The Consultant may be called on Saturday, Sunday and other gazette holidays, if required for which he shall not be paid any remuneration/honorarium. However, this will be adjusted against absence period. He should claim the adjustment within two months of attending the office on Saturday, Sunday and other gazette holidays.
11. If any declaration given or information furnished by the candidate proves to be false or if the candidate is found to have wilfully suppressed any material information, he/she will be liable for termination in addition to any administrative and/or legal action as Commission may deem fit.
12. Issue of Certificate: (i) On successful completion of term of assignment, a Certificate will be issued by the Member Secretary; and (ii) if the assignment is terminated before completion of original term due to pre-mature discharge by the Member Secretary, NCTE or due to voluntarily giving up assignment by person concerned, no such Certificate shall be given unless the officer of NCTE with whom he/she was attached directs otherwise.