VACANCY CIRCULAR

ENGAGEMENT OF LEGAL CONSULTANTS IN ARCHEOLOGICAL SURVEY OF INDIA (ASI) ON CONTRACT BASIS.

The Archaeological Survey of India (ASI) intends to engage one Senior Legal Consultant and one Jr. Legal Consultant on a consolidated remuneration of Rs. 70,000/- and Rs. 50,000/- per month respectively on full time contract basis initially for a period of one year, if otherwise not extended or curtailed. The contractual engagement shall be on need basis and shall not confer any right or privileges for regular appointment. The details of qualification, experience and selection procedure are as under:-

A. Essential Eligibility Conditions for Senior Legal Consultant:

i. A degree in law from a recognized University/ National Institute.
ii. Enrolled with any State Bar Council to practice as an advocate
iii. He / She must be below the age of 70 years on 01.01.2021.
iv. Possesses at least 12 years experience in handling Court cases in CAT or High Court/ Supreme Court and on labour related issues on continuous basis. He/ She should be well versed in dealing with legal matters in different courts of law.
v. The candidate should be proficient in working on MS word and other computer applications.

Desirable: Candidates having experience of working in Government / Autonomous organizations/PSU will be preferred.
B. Essential Eligibility Conditions for Junior Legal Consultant:

i. A degree in law from a recognized University/ National Institute.

ii. Enrolled with any State Bar Council to practice as an advocate

iii. He / She must be below the age of 65 years on 01.01.2021.

iv. **Possesses at least 3 years experience** in handling Court cases in CAT or High Court/ Supreme Court and on labour related issues on continuous basis. He/ She should be well versed in dealing with legal matters in different courts of law.

v. The candidate should be proficient in working on MS word and other computer applications.

Desirable: Candidates having experience of working in Government / Autonomous organizations/PSU will be preferred.

C. Remuneration and other conditions:

i. The consolidated remuneration for Sr. Legal Consultant and Jr. Legal Consultant shall be Rs.70,000/- p.m. and Rs.50,000/- p.m. respectively.

ii. No other allowance will be payable to consultants other than those admissible in terms of guidelines dated 16th July, 2020 issued by Ministry of Culture.

iii. The assignment is on full time basis and the Consultant will be required to attend the office on all working days and on holidays, if required.

iv. The period of engagement will be initially for a period of one year, which may, at the discretion of the competent authority be either further extended by one more year or curtailed before one year.

v. The Consultant will be required to maintain decorum, discipline as expected of a Central Government Officer.

vi. The contract can be terminated by either side by giving one month’s notice.

vii. The contract can be terminated without notice by the competent authority, if at any time the conduct performance, activities of the individual are found detrimental to the interests of the department.
viii. Rest of the terms and conditions of engagement shall be governed by the guidelines dated 16.07.2020 issued by Ministry of Culture.

C. Selection Procedure.

i. The appointments will be made on the recommendations of a Selection Committee Constituted for the purpose. The shortlisted candidates will be called for interview and on the basis of the recommendation made by the Committee, the selection will be made.

ii. No TA / DA will be provided for attending the interview.

Leave:

i. The consultant shall be entitled to avail 08 days of leave in a calendar year.

ii. The unavailed leave can neither be carried forward to next year nor he/she shall be entitled to leave encashment.

2. Interested candidates may submit their application in the enclosed prescribed proforma latest by 23.07.2021 to the Section Officer (Adm.I), Dharohar Bhawan, 24, Tilak Marg, New Delhi -110001. The application may be sent by e-mail at soadmone.asi@gmail.com.

3. The Archaeological Survey of India (ASI) reserves the right to accept or reject any application without assigning any reasons.

(M. Jena)
Dy. Director (Admin.)

To:

1. Website of ASI and Notice Boards.
2. All Ministries / Departments.
APPLICATION FORM FOR LEGAL CONSULTANT

1. Name & address (in block letters):

2. Tel Nos. and e-mail address:

3. Date of Birth:

4. Name of Organization, if presently working:

5. Educational Qualification:

6. Experience possessed by the candidate:

7. Any Additional information:

DECLARATION

I do hereby declare that the particulars furnished above by me are correct to the best of my knowledge and belief and nothing has been concealed or distorted. If at any time I found to have concealed or distorted any material information or regarding my antecedents, my contract shall be liable to be summarily terminated without notice or compensation. I understand that the appointment is on a purely short term contract basis on consolidated emoluments without any other remuneration or allowances or other privileges of a Government employee. In case of selection, I agree to abide by the terms and conditions finalized at the time of appointment.

Place:

Date:

Signature of the applicant

Name: