



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद  
Indian Institute of Technology (Indian School of Mines), Dhanbad

धनबाद - 826004 (झारखंड), भारत  
Dhanbad – 826 004 (Jharkhand), India

No.423286/2022-Estt

22<sup>nd</sup> February, 2022

### Advertisement

#### **[Contractual engagement of Service Law Expert in IIT(ISM), Dhanbad]**

The Indian Institute of Technology (Indian School of Mines), Dhanbad invites applications for engagement of Service Law Expert on purely contractual basis, for one year initially and renewable on year to year basis up to a maximum of three years, subject to satisfactory performance to be evaluated by the Competent Authority. The details regarding eligibility criteria, terms of references etc. are as under:

#### **Name of the post: Service Law Expert (purely on contractual basis): 01**

##### **1. Essential:**

- (i) LLB from university / Institute, recognized by the Bar Council of India;
- (ii) Retired from a Central Government Organization;
- (iii) Having at least ten years of experience of dealing with service/disciplinary matters in a Central Government Department/Autonomous Body and at least five years' experience of legal practice in a High Court.

##### **2. The general terms and conditions of engagement:**

- (i) **Retainer ship:** A retainer ship fee of Rs. 9000/- per month shall be admissible.
- (ii) **Consultation fee:** For consultation on any matter fee admissible to the Additional Solicitor General in the High Court as notified by Department of Legal Affairs from time to time shall be admissible.
- (iii) **Period of engagement:** The Service Law Expert will initially be engaged for a period of one year extendable up to three years. The engagement can be extended or curtailed depending upon the performance of the incumbent and requirement of the Institute.
- (iv) **Allowances:** No other allowance shall be admissible.
- (v) **Headquarters:** Headquarters of the Service Law Expert shall be his place of residence. However, if required, she/he may be required to visit any place in India for which TA/DA at the rates admissible to the employees of Pay Level – 10 shall be admissible.
- (vi) **Termination of Engagement:** IIT(ISM), Dhanbad reserves the right to terminate the engagement of the Service Law Expert without any prior notice if the performance is not found to be satisfactory.
- (iv) **Confidentiality:** The Service Law Expert would be subject to the provisions of Indian

Official Secrets Act, 1923 not only during the assignment but thereafter also.

(v) **Duties and Responsibilities:** The Service Law Expert shall be required to perform the following duties/functions:

- (a) Tender legal opinion on the issues referred to her/him by the Institute.
- (b) Perform such other work of legal nature as may be entrusted to her/him from time to time.

3. **Selection Procedure:** The engagement shall be purely on contract basis. Applications in response to this advertisement shall be shortlisted on the basis of experience and qualifications of applicants. The Service Law Expert shall be selected from Shortlisted candidates on the basis of personal interaction/interview.

4. **Application:** The interested candidate/firms may submit an applications along with copies of educational qualifications and experience in a closed envelope in the format attached and address it to the Registrar, Indian Institute of Technology (Indian School of Mines), Dhanbad. The last date of submission of application is **31<sup>st</sup> March, 2022 till 5.30 pm.**

**Registrar (Actg.)**

**APPLICATION FOR THE EMPANELMENT OF SERVICE LAW EXPERT IN  
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD**

Sl. No.	Particulars	
1.	Recent Photograph	
2.	Name (in capital letters)	
3.	Date of birth (DD-MM-YYYY)	
4.	Age on the date of submitting the application	
5.	Current designation (if in service)	
6.	Current Office/Place of work (if in service)	
7.	Last post held before retirement (if retired)	
8.	Last Organization /Place of work (if retired)	
9.	Date of retirement (if retired)	
10.	Whether retired on attaining the age of superannuation on voluntary retirement (if retired).	
11.	Details of the previous Organizations /Places of work and corresponding posts held during the service.	
12.	Have you ever been assigned the responsibility of Legal Advisor?	
13.	If yes, the details thereof.	
14.	Whether any penalty was imposed during the service.	
15.	If yes, the details thereof.	

Signature \_\_\_\_\_

Contact Number: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email id: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_