

GOVT. OF NCT OF DELHI
OFFICE OF THE DIVISIONAL COMMISSIONER, DELHI
DEPARTMENT OF REVENUE 5, SHAM NATH MARG, DELHI -54
PHONE NO.-011-23991200 email: divcom@nic.in.

NoF.1(2)/SDM-V/Pr.Br./Rev.(HQ)/2019/50-53

DATED: 18/Feb/2019

NOTICE FOR ENGAGEMENT AS LEGAL ASSISTANT ON CONTRACTUAL BASIS IN THE OFFICE OF THE DIVISIONAL COMMISSIONER, REVENUE (HQ), GNCT OF DELHI

The office of the Divisional Commissioner invites applications from eligible and desirous advocates having requisite qualification and experience to apply for the position of legal Assistant in the office of the Divisional Commissioner, Revenue HQ on a contractual basis.

Qualification & Experience:

Essential:

1. Must have a Bachelors degree in law from a recognized university and registered with any Bar Council.
2. Must have been practicing as an advocate for not less than 3 years.
3. Maximum age limit 65 years as on the date of advertisement.

Desirable:

1. Good knowledge and experience in dealing with courts and matters pertaining to Cr.P.C., revenue matters, senior Citizen Act,2007, environment protection laws, electoral laws and other laws relevant to Revenue department.
2. Good knowledge of computer and online legal search engines.
3. Having excellent communication skills and good knowledge of law and procedure.

Important Instructions & Information for Applicants:

1. The person to be engaged as legal Assistant will be paid a consolidated remuneration of Rs.35,000/- Per month. The initial engagement will be for a period of One year which may be extended subject to the performance of the person and the functional need of the office of the Divisional commissioner, Revenue (HQ). The person being engaged as a legal Assistant will not have any right for regularization against any post.

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2. Willing and eligible candidate shall appear for "WALK-IN-INTERVIEW" to be held on 26/feb/2019 between 11:00AM to 1:00PM at the office of the Divisional Commissioner Revenue (HQ) 5-Sham Nath Marg Civil Line Delhi-110054. Candidate should bring Complete Curriculum Vitae along with their professional testimonials.
3. There shall be a three member interview Board/Committee.
4. No TA/DA will be admissible for attending the interview.
5. Canvassing in any form shall lead to cancellation of candidature.
6. Only those candidates who fulfill the eligibility criteria should appear for walk-in-interview.
7. The Department reserves the right to reject all the applications without assigning any reason thereof.
8. The date of interview may be changed/ postponed according to circumstances.
9. If the performance of Advocate is found unsatisfactory or he/she engages in any act of omission compromising on the integrity of the department, he/she can be removed from the post and shall also be liable for action for professional misconduct.

Sanjay Sondhi
(Sanjay Sondhi)
SDM(HQ-V)
Legal & Judicial

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Copy for information to :-

1. DC-I (HQ), Office of the Divisional Commissioner, Revenue (HQ) GNCT of Delhi.
2. J.D. (IT), Office of the Divisional Commissioner, Revenue (HQ), GNCT of Delhi for uploading the Notice on the Website of Office of the Divisional Commissioner, Revenue (HQ), GNCT of Delhi.
3. PA to Divisional Commissioner, Revenue (HQ), GNCT of Delhi, 5 Sham Nath Marg Delhi 110054.
4. Office Order File/Guard File.

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