



# COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH (CSIR)

Anusandhan Bhavan, 2, Rafi Marg, New Delhi - 110001

## Advertisement No. 3/2011

Council of Scientific & Industrial Research (CSIR) established in 1942 is an autonomous Society. It is amongst the foremost and largest publicly funded Scientific & Industrial Research Organisation in India, having 37 constituents all over the country.

CSIR is looking for an experienced individual in the position of **Legal Adviser (Unreserved) in CSIR Hqrs at New Delhi.**

Applications are invited for the post of Legal Adviser in the Headquarters of Council of Scientific & Industrial Research, Rafi Marg, New Delhi-110001, in the Pay Band of Rs.15600-39100 with Grade Pay of Rs.7600/- plus allowances as per Central Government Rules.

### **1. PRE-REQUISITES AND OTHER CONDITIONS :-**

- i) **QUALIFICATION** :- Degree in law of a recognized University
- ii) **EXPERIENCE** :- Should have experience at Bar and worked in supervisory capacity in handling legal work pertaining to service matters as well as arbitration cases etc. in Central/State Governments, Autonomous Bodies, Public Sector Undertakings for a period of 12 years.

### **PREFERENTIAL EXPERIENCE**

- Knowledge of Govt. Rules, Regulations, Procedures and their application.
- Specialised knowledge of service matters, Industrial & Labour Laws.
- Experience of conducting cases in Civil Court, Labour Court, Tribunal and Arbitrations.
- Knowledge of drafting Memorandum of Understandings/Agreements, etc.

### **2. AGE LIMIT** :- 40 years of age as on **1st August, 2011.**

Age & experience may be relaxed in the case of persons otherwise found suitable.

### **3. RESPONSIBILITIES :-**

- Legal Adviser shall advise the Director General, Joint Secretary and Directors of National Laboratories/Institutes relating to interpretation of rules, procedures, personnel matters of employees and other legal matters in relation to CSIR.
- To draft Agreements, Memorandum of Understandings and advise on legal issues.
- To examine the cases filed by and against CSIR & its National Labs./Instts. and process them for conducting before various courts.
- Advising course of action in cases pending before various forums through advocates and defending the same through advocates.

### **4. PROCEDURE FOR APPLYING :-**

Interested candidates can download the Application form from <http://www.csir.res.in> OR can obtain the same from CSIR, Anusandhan Bhawan, 2 Rafi Marg, New Delhi-110001 in person or by sending a request along with a self addressed envelope of the size of 23x11 cms affixed with postage stamps of Rs.10/-. Requests for issue of application forms by post received after **20th July, 2011** will not be entertained. Applications completed in all respects, in the prescribed form along with application fee in the form of DD (issued by State Bank of India only) for Rs.100/- (Non refundable) drawn in favour of "Joint Secretary (Admn.), CSIR" payable at State Bank of India, Main Branch, New Delhi should be sent to the Joint Secretary (Admn.), Council of Scientific and Industrial Research, Anusandhan Bhawan, 2 Rafi Marg, New Delhi-110001 so as to reach on or before **1st August, 2011**. Candidates belonging to SC/ST Category and persons with disabilities are exempted from payment of application fee.

### **5. SELECTION PROCESS :-**

- The details of interview schedule will be communicated to the short-listed candidates by email.
- The recruitment is done strictly as per the merit in systematic way.

### **6. LAST DATE FOR RECEIPT OF APPLICATION :-**

The last date for receipt of application is **1st August, 2011**. Applications received after the closing date shall not be entertained. CSIR will not be responsible for any postal delay.

### **GENERAL CONDITIONS :-**

1. The post is under CSIR, which is an Autonomous Body.
2. All New Entrants will be governed by the "New Pension Scheme" based on defined Contributions for New entrants recruited in Central Government Services on or after 01.01.2004, as adopted by CSIR for its employees. However, persons selected from other Government Departments/Autonomous Bodies/Public Sector Undertakings/Central Universities, etc. working prior to 01.01.2004 & having Pensions Scheme on GOI pattern, will continue to be governed by the existing Pension Scheme i.e. CCS (Pension) Rules, 1972.
3. The period of experience for the post, wherever prescribed, shall be counted from the date of acquiring the minimum educational qualification prescribed for the post.
4. The date of determining the upper age limit/qualification/experience shall be the closing date prescribed for receipt of applications.
5. Relaxation in upper age limit will be as per GOI orders.
6. Relaxation of 5 years in age will also be permissible to those who had ordinarily been domiciled in the Kashmir Division of the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989 subject to production of relevant certificate from concerned authority.
7. Applications from employees of Government Departments/PSUs/Autonomous Bodies/Central Universities, etc. should be forwarded through proper channel with a certificate from the employer that the applicant will be relieved within one month of the receipt of the appointment orders, if selected.
8. Candidates called for test/interview will be paid single second class to and fro rail fare by the shortest route from the place of their residence/actual departing station, whichever is nearer to Delhi.
9. Merely fulfilling of essential educational qualifications and/or experience does not entitle a candidate to be called for interview. A duly constituted Screening Committee shall lay down the criteria to shortlist the candidates for test/interview. The decision of the Council shall be final.
10. The candidates should write his name, address and name of post in capital letters on the back of Demand Draft.
11. Photocopies of certificates in support of Date of Birth, Educational Qualifications, Experience and Other Backward Class (OBC) etc. must be sent along with the application. OBC certificate should be in the format prescribed by Govt. of India for employment under Central Govt.
12. If the candidate knowingly or willfully furnishes incorrect or false particulars or suppress material information, he/she will be disqualified and if appointed, shall be liable for termination from CSIR's service without any notice or assigning any reasons whatsoever.
13. Incomplete applications in any respect or applications not in the prescribed form will be summarily rejected.
14. Canvassing in any form or bringing in any influence, political or otherwise, will be treated as disqualification. Interim enquiries will not be entertained.