

SUPREME COURT LEGAL SERVICES COMMITTEE  
107, LAWYERS CHAMBERS,  
SUPREME COURT COMPOUND,  
NEW DELHI - 110001  
Phone : 011 -23116354, 011-23116353  
WEBSITE : www.sclsc.nic.in

Dated : 07.01.2025

**ADVERTISEMENT FOR CONSULTANT**

Applications in the prescribed proforma (as per Annexure I to the advertisement) are invited from eligible candidates for engagement of contractual Consultant in the Supreme Court Legal Services Committee, as per details given below :

1.	Name of the Post	:	Consultant in the Supreme Court Legal Services Committee, New Delhi
2.	Number of consultant required	:	One
3.	Term of engagement	:	(I) Initially for one year from the date of engagement.
4.	Qualification	:	<p>Candidate must be a law graduate having a Bachelor Degree in law (three years professional course or Five years, including Integrated Degree Course in Law) from any School/College/University/Institution established by law in India and recognized by the Bar Council of India for enrollment as an Advocate.</p> <p>The candidate must have knowledge of computer with expertise in retrieval of desired information from various search engines/processes such as Manupatra, SCC Online, LexisNexis, Westlaw. Etc.</p>

5.	Experience	: The candidate must be a practicing Advocate with at least five years of experience at bar as on closing date.
6.	Duties and responsibilities of the Consultants:	<p>The Consultant shall conduct independent research and prepare reports. He/She will be expected to suggest remedial steps (if any) and identify positive actions taken (if any) so that a series of best practices are evolved over the years.</p> <p>The Consultants would be expected to discuss cases with the potential litigant and prepare a brief wherever necessary so that the panel lawyer can draft the SLP or petition as the case may be. In addition, the Consultant would be expected to follow up the cases with the panel lawyer, be in contact with the under-trial prisoners or convicts either through video-conference or otherwise.</p> <p>The Consultant would be assisting the senior counsel, attend the Court cases, render legal aid to the legal aid beneficiaries. The Consultant shall man the front office and shall attend all legal aid beneficiaries.</p> <p>There will be additional and miscellaneous administrative duties that the consultants shall be required to perform, such as organizing seminars and group discussions with experts on the subject of legal aid and advice and prison reforms etc and such other duties as may be assigned by the Secretary, SCLSC.</p>


7.	Age Limit	:	Candidate should not be above 32 years of age as on the closing date of application.
8.	Remuneration	:	Maximum amount of monthly consolidated fee payable to Consultant shall be Rs.78,000/- per month taxes shall be deducted as per rules..
9.	Allowances	:	Candidate shall not be entitled to any allowance such as Dearness allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, CGHS and Medical Reimbursement etc.
10.	Leave	:	The Candidate shall be eligible for 8 days' leave in a calendar year on pro-rata basis. Therefore, a Consultant shall not draw any remuneration in case of his/her absence beyond 8 days in a Year (calculated on a pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year. The SCLSC would be at liberty to terminate the services, in case of absence of a candidate, for more than 15 days, beyond the entitled leave in a calendar year.
11.	TA/DA	:	No TA/DA shall be admissible for joining the assignment or on its completion. Candidates will not be allowed foreign travel at Government expenses. However, Consultants, shall be allowed TA/DA for their travel inside the country only in connection with the official work.
12.	Termination Notice	:	The SCLSC can cancel the appointment at any time without providing any reason for and without any prior notice. The candidate can also seek termination of the contract, upon giving one month's notice to the SCLSC.

Interested applicants may submit applications indicating their interest in working for the Supreme Court Legal Services Committee.

The envelope containing the applicants' details as mentioned above should be clearly labelled "**Application for engagement of contractual Consultant, in the office SCLSC**" and addressed to :

The Secretary,  
Supreme Court Legal Services Committee,  
107, Lawyers Chambers, Supreme Court Compound,  
New Delhi -110001

The last date for submission of application is **31<sup>st</sup> January, 2025**  
**(incomplete application shall be straightway rejected)**

  
**(Santosh Kumar)**  
Secretary

**NOTE :** IN THE EVENT OF NUMBER OF APPLICATIONS BEING LARGE, SCLSC WILL ADOPT SHORT LISTING CRITERIA TO RESTRICT THE NUMBER OF CANDIDATES TO BE CALLED FOR INTERVIEW TO A REASONABLE NUMBER BY ANY OR MORE OF THE FOLLOWING METHODS :

- (a) On the basis of higher educational qualification than the minimum prescribed in the advertisement.
- (b) On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
- (c) By counting experience before or after the acquisition of essential qualification.
- (d) By invoking experience even in case where there is no experience mentioned either as Essential Qualification (EQ)
- (e) By holding a Recruitment Test.

**THE CANDIDATE SHOULD THEREFORE, MENTION ALL HIS/HER QUALIFICATIONS AND EXPERIENCE IN THE RELEVANT FIELD OVER AND ABOVE THE MINIMUM QUALIFICATIONS.**

**ANNEXURE -1**

**APPLICATION FORMAT FOR APPOINTMENT AS CONTRACTUAL CONSULTANT  
IN THE OFFICE OF THE SUPREME COURT LEGAL SERVICES COMMITTEE**

1. Name :  
(in capital letters)
2. Father's/Mother's/ Husband name :
3. Date of birth :
4. Nationality :
5. Mailing address  
(with Tel. /Mob. No. and  
E-mail address)
6. Date of enrollment with Bar
7. Permanent address :
8. Educational Qualification :

S.No.	Course	Subject	University/Institute	Year of Passing	Division/Class

9. Work Experience, if any :

S.No.	Organization/Institute with full address	Period from	Period to	Nature of Work performed	Remarks

10. Reference :  
(i) .....
- (ii) .....

**(Please enclose self attested copies of date of birth certificate,  
Degree in Law, Bar enrollment number Certificate).**

Date  
Place

Name & Signature