

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF LAW, JUSTICE AND LEGISLATIVE AFFAIRS
8TH LEVEL, C-WING, PLAYERS BUILDING,
DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI.**

No.F.10(60)/Admn./LJ&LA/12/

Dated:

To

1. All Ministries of Government of India, New Delhi/Delhi.
2. All Heads of Departments, Government of NCT of Delhi.
3. Secretaries to the Government, Department of Law & Justice, All the States & Union Territories

Sub: Recruitment to the 02 posts of Legal Assistant in the pay scale of PB-2, Rs.9300-34800 (GP-4200) in Law Department, GNCT of Delhi by transfer on deputation/ transfer (Absorption) basis.

Madam/Sir,

It is proposed to fill up 02 posts of Legal Assistant (General Central Service Group "C" Non Gazetted) in the Department of Law, Justice & Legislative Affairs in PB-2: Rs.9300-34800 with Grade Pay of Rs.4200 by transfer on deputation / Transfer(Absorption). The deputation shall be governed by the normal rules and conditions issued by the Govt. of India in this regard from time to time. The term of deputation will be of one year initially but may be extended upto four years on year to year basis. There is possibility of permanent absorption of the appointed candidates on the post; subject to fulfillment of all the applicable conditions

The following educational and other qualifications are prescribed for the post as per the recruitment rules:-

- A Officers of Grade-II of the Delhi Administration Subordinate Services, possessing:-
- (i) Degree in Law from a recognized University or equivalent.
 - (ii) Three years experience in legal work in a Government Deptt.
 - (ii) Good knowledge of Hindi.
- B Officers holding analogous post in the Central/ State Government / Union territories / Administrations.
(Period of deputation ordinarily not exceeding four years)

It is requested that the application(s) (in duplicate) of the eligible and willing officers containing bio- data (signed by the officer himself/herself) indicating his/her name, date of birth, all educational qualifications, relevant experience, present post held, date from which held, the scale of pay/Pay band with Grade Pay therein and category (SC/ST, General, PH etc) and also attested copies of ACRs for the last 5 years, integrity certificate, vigilance clearance and statement of major/minor penalties, if any, imposed during the last 10 years may be forwarded to this department so as to reach in this office within 60 days of issue of this Advertisement / Circular. Those applications which are not received through proper channel or are incomplete and without the document(s) mentioned above, will summarily be rejected.

Yours faithfully,

Sd/-
(A.K.SHARMA)
Dy. Secretary (ADMN)
Tel. No. 23392236