



Government of India
Department of Atomic Energy
Anushakti Bhavan, C.S.M. Marg,
Mumbai-400 001

Vacancy Notice No: 59/1/2019/Adm/

Dated: - 30/01/2020

Applications are invited for the post of Legal Consultants (2 nos.) on contract basis in the Department of Atomic Energy, Secretariat Office, Mumbai. Interested law graduates having 5 years' legal experience in any legal department, preferably dealing with establishment matters, procurement contracts – both domestic and international relating to transfer of technology, service matters in the Scientific & Technical departments; Industrial Relations Laws may submit their application in the prescribed format with two recent passport size photographs in sealed cover superscribed "Selection for the post of Legal Consultant on contract basis in Department of Atomic Energy" addressed to Under Secretary (Admin), 2nd Floor, Anushakti Bhavan, Department of Atomic Energy, C.S.M. Marg, Mumbai-400 001 on or before 20.02.2020. The terms and conditions of the said post and the application form are enclosed as Annexure-I & II respectively. Applications received after due date will be rejected outrightly.

Sd/-

Under Secretary to the Government of India

Government of India
Department of Atomic Energy

**Terms & Conditions for engagement of Legal Consultants on contract basis
in the Department of Atomic Energy.**

1. **Nature of duties:** As assigned by the Department which may interalia include the following.

- (i) To put in place a mechanism for legal vetting.
- (ii) Issues related to Arbitration and Conciliation.
- (iii) Issues related to digital monitoring of Government Litigation.
- (iv) Examination of judgements pronounced by the courts against DAE and its constituent units for arriving at a decision for implementation or otherwise after thorough gap analysis with reference to the established Law of the country and judgements delivered by the courts.
- (v) Assisting different sections of DAE in legal issues arising out of administering the present rules and Laws.
- (vi) Advising in disciplinary matter wherever required.
- (vii) Examining of MoUs, Agreements proposed to be entered into by DAE and its constituent units with outsiders for legal vetting.
- (viii) Such other matters as are referred to by the constituent Units as well as Units functioning under the administrative control of DAE.
- (ix) Procurement contracts-both domestic and international relating to transfer of technology in the Scientific & Technical departments;
- (x) Establishment / Service matters in the Scientific & Technical departments;
- (xi) Industrial Relations Laws, etc.

2. **Method of Selection:**

The candidates will be shortlisted based on their marks obtained in their Law degree, experience in legal field and other guidelines on the subject. The shortlisted candidates will be interviewed by a Selection Committee constituted for the purpose, whose decision shall be final. No correspondence in this regard will be entertained. Intimation shall be sent only to the selected candidates.

3. The engagement shall be on contract basis initially for a period of one year which may be extended at the discretion of Department of Atomic Energy subject to satisfactory performance and also subject to the requirement of the Department. The engagement can be terminated at any time by the Department, without assigning any reason.

4. He/She shall be paid a fixed remuneration @ Rs. 50,000/- per month. He/She shall devote whole of his/her time for the Government and he/she shall not accept any other professional appointment, paid or otherwise during the period of contract.
5. He/She shall perform the duties assigned by the concerned officer Incharge or his/her nominee from time to time. He/She shall display utmost honesty, sincerity and maintain absolute secrecy of all the facts and documents which come to his/her knowledge during the period of his/her engagement in the discharge of duties assigned to him/her at all times. In case the services of the Consultant are not found satisfactory or found in conflict with the interest of the Department of Atomic Energy, his/her service will be liable for discontinuation without assigning any reason.
6. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of his assignment or during the course of assignment for the Ministry / Department / Organization, without the express written consent of the Ministry / Department / Organization.
7. The consultant shall be bound to hand-over the entire set of records of assignment to the Ministry / Department / Organization before the expiry of the contract and before the final payment is released by the Department / organization.
8. The Consultant shall not share any information received by him during the course of his employment with Department of Atomic Energy with any outside agency except with the prior permission of Secretary, Department of Atomic Energy.
9. The Consultant shall not also publish a book or a compilation or articles or participate in radio broadcast or contribute an article or write a letter in any newspapers or periodical, either in his/her own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast or letter relates to subject matter assigned to him/her by Department of Atomic Energy except with the consent of the Department of Atomic Energy.
10. Normal Office Timings: Office is working 5 days a week (Monday – Friday) from 9:00 AM to 05:30 PM. In addition to the normal working days, if he/she is required to attend office beyond office hours or to attend on Saturday/Sunday and other holidays in exigencies of work, he/she shall not be paid any additional remuneration.

11. He/She will be entitled for 10 Casual Leaves in a year. No other leave of any kind shall be admissible to him/her.
12. In case he/she remains absent from duty, a proportionate deduction from the fixed remuneration as applicable will be made. Further the engagement may also be terminated.
13. He/She shall not be entitled to the benefits like Provident Fund, Pension, Gratuity, Transport Allowance etc. or any other benefits available to the government servants who have been appointed in the Government.
14. He/She shall not have any claim to any post under the Government on the basis of this engagement as a Legal Consultant.
15. He/She shall be required to maintain decorum and office discipline as expected being a responsible officer.
16. If any declaration or information furnished by him/her proves to be false or if he/she is found to have wilfully suppressed any material information, he/she shall be liable to termination of the contract.
17. Age limit: Not more than 50 years as on 31/01/2020.

PROFORMA FOR APPLICATION

| |
|---------------|
| Affix |
| Recent |
| Passport size |
| Photograph |

1. Name(in Block letters) : _____
2. Address for correspondence : _____
3. Permanent Address : _____
4. Date of birth : _____
5. Nationality : _____
6. Marital Status : _____
7. Academic/Professional Qualification (beginning with SSC Examination):

| Exam. Passed | Name of Institutions | Year | Subject & marks | Class/Division % age of marks |
|--------------|----------------------|------|-----------------|----------------------------------|
| | | | | |

8. Experience details:

| Name of organization | Designation | Remuneration (Rs.) | Period of Service | | | If in Govt. Whether Temp./ Q.P./Perm. | Reasons for leaving |
|----------------------|-------------|--------------------|-------------------|----|-------|---------------------------------------|---------------------|
| | | | From | To | Total | | |
| | | | | | | | |

9. Are you under any contractual obligation to serve the Central/State Government/any other Public Sector Undertaking? If so, please furnish full details.
10. Name and address of not less than two persons to whom a reference can be made regarding your professional competence.
11. Any other information Applicant may wish to add.

Date: _____

Signature: _____

Addressed to:

**Under Secretary (Admn)
Department of Atomic Energy
Anushakti Bhavan
C.S.M. Marg,
Mumbai-400 001**