

Council of Scientific and Industrial Research
Anusandhan Bhawan, Rafi Marg, New Delhi-110 001.

Advt. No. 01/2024-CO

Council of Scientific and Industrial Research (CSIR), established in 1942, is an autonomous body under Department of Scientific & Industrial Research (DSIR), Ministry of Science & Technology, Govt. of India. It is one of the foremost and largest publicly funded scientific and industrial research organizations in the country having 37 constituent national laboratories/institutes located all over India.

2. CSIR is looking for an experienced individual for the position of **Legal Adviser** in CSIR Hqrs at New Delhi and willing to fill up the position on deputation basis. The post is in **Pay Level -12 (pre-revised Pay Band-3 (15600-39100), Grade Pay of 7600)**.

3. The position of Legal Adviser is one of the key positions in the organizational matrix of CSIR. The incumbent of the position plays an important role of advising the Director-General, Directors of National Laboratories/Institutes and Joint Secretary (Adm.), CSIR on matters pertaining to interpretation of rules, procedures, service matters of employees and other legal matters relating to the affairs of CSIR including drafting of contracts/agreements, MoUs; arbitrations, court cases, labour laws etc.

4. The candidate for the post should meet following age, qualification and experience:

- Holding the post of Legal Advisor or equivalent in the pay level 12 (pre-revised Pay Band-3 (15600-39100), Grade Pay of 7600) in Central Government/State Government/Autonomous Body/PSU/R&D Organisations under Central or State Govt./Statutory Body/Recognized Universities or Academic Institutes under the control of Central or State Govt. and having educational qualification of LLM/LLB from a recognized Indian university/institute.
- Holding the post of Assistant Legal Advisor or equivalent in the pay level 11 (pre-revised Pay Band-3 (15600-39100), Grade Pay of 6600) in Central Government/State Government/Autonomous Body/PSU/R&D Organisations under Central or State Govt./Statutory Body/Recognized Universities or Academic Institutes under the control of Central or State Govt. with **at least three years of experience** in that post and having educational qualification of LLM/LLB from a recognized Indian university/institute.
- Holding the post of Law Officer or equivalent in the pay level 10 (pre-revised Pay Band-3 (15600-39100), Grade Pay of 5400) in Central Government/State Government/Autonomous Body/PSU/R&D Organisations under Central or State Govt./Statutory Body/Recognized Universities or Academic Institutes under the control of Central or State Govt. with **at least five years of experience** in that post and having educational qualification of LLM/LLB from a recognized Indian university/institute.

5. The maximum age limit for the post is 45 years as on last date of receipt of the application.

6. The period of deputation shall be initially of three years which can be extended for further two years as per the requirement of organization.

7. The service conditions at CSIR will be governed by CCS(CCA) Rules 1965 and CCS(Conduct) Rules 1964 and guidelines issued by Central Government from time to time which are made applicable to Council employees.

8. **Selection process:** The applications of the candidates will be screened by a duly constituted Screening Committee and short-listed candidates shall be interviewed by a duly constituted Selection Committee. Merely possession of prescribed qualification and experience etc shall not entitle a candidate to be called for interview. For this purpose, the Screening Committee may adopt a higher criterion; such a decision of the Committee shall be final. The short-listed candidates shall be informed of the date, time and venue of the interview by e-mail.

9. **How to apply:**

I. Eligible candidates are required to apply in the prescribed application, which is available on CSIR website <http://www.csir.res.in>; Applications in any other format will not be accepted.

II. Duly filled application along with self- attested copies of certificates, mark-sheets, testimonials in support of age, educational qualifications, experience, No Objection Certificate and attested copies of last five years APAR, should be sent to **The Under Secretary(CO), Council of Scientific & Industrial Research, Anusandhan Bhawan, 2, Rafi Marg, New Delhi-110001** through proper channel. The last date of receiving the application will be **28.05.2024**. Applicant can also send scanned copy of their application and documents on email usco@csir.res.in, however the same will be considered only when hard copy of application is received through proper channel.

III. Applications from candidates working in Government Departments, autonomous bodies, Public Sector Undertakings etc. will be considered only if their application is forwarded through proper channel with a clear certificate from the employer that the applicant will be relieved of his/her duties within one month of receipt of appointment order, if selected. However, advance copy of the application may be submitted before the closing date.

IV. Applications incomplete in any respect (i.e. unsigned, without the required documents/certificates etc.) will be summarily rejected.

Senior Deputy Secretary (CO)



**COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH
ANUSANDHAN BHAWAN, RAFI MARG, NEW DELHI-110001**



APPLICATION FOR THE POST OF LEGAL ADVISOR ON DEPUTATION BASIS

Advertisement No. 01/2024-CO

1.	Name of the Applicant	
2.	Father's Name	
3.	Correspondence Address with email & Mobile No.	
4.	Permanent Address	
5.	Date of Birth	
6.	Educational Qualifications	
7.	Work experience in terms of advertisement	
8.	Category (Gen/SC/ST/OBC/PH)	
9.	Name of Parent Department	
10.	Post held in parent Department & Pay level	
11.	Present Post and Pay Level	
12.	Whether on deputation, if yes, total period spent on present deputation till date	
13.	Name of Present Department/ Organization	

14. Details of employment, in chronological order. Details can also be furnished in a separate sheet.

Name of Office/ Institution	Post held on regular /Temporary/Ad-hoc/ Deputation basis	From	To	Pay Band and Grade Pay/Pay Level of the post	Nature of Duties (Highlighting the experience relevant to the post of Legal Advisor)

15. Achievements:

16. Please write (maximum of 200 words) on why you consider yourself suitable for the post:

Place:

Date:

Signature of the applicant

Certificate by the Cadre Controlling Authority/ Forwarding Authority

The information furnished by----- has been verified from official records and found correct.

1. It is also certified that no disciplinary/departmental/vigilance inquiry is either pending or contemplated against ----- and that he/she is not undergoing any penalty.
2. His/her integrity is beyond doubt.

Date:

Name & Designation of the officer:

Name of the Office:

Stamp: