



GOVT OF INDIA
LAKSHADWEEP ADMINISTRATION
(Directorate of Education)
Kavaratti – 682 55

F.No.36/24/2008-Edn./Estt

Dated:03.12.2015.

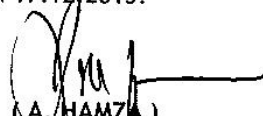
NOTICE

Sub:- Education - UT of Lakshadweep - Engagement of Legal Assistant on contract basis - Regardig.

It is proposed to engage a Legal Assistant on contract basis in the Directorate of Education, UT of Lakshadweep, Kavaratti for a period of one year. The requirement of the above contract appointment is as detailed below:-

Sl.No.	Particulars	Details
1	Name of the post on contrat basis	Legal Assistant
2	Number of post	1 (one)
3	Job profile	Monitoring of the court cases and filing reply of Supreme Court, High Court, CAT cases, Legal opinion/Examination/Vetting, dealing with correspondence from Ministries, Departments under Administration, updating of court case status, submissin of quaterly reports to Ministry, Tapal Management, drafting, overall supervision of all court cases, etc.
4	Consolidated monthly remunation	Rs.30,000/- per month
5	Qualification	LLB
6	Desirable	Experience in law field
7	Age	Not more than 40 years of age on date of interview
8	Period of appointment	One year, extendable at the discretion of authority

Eligible candidates may appear for the walk in interview scheduled between 10 AM to 05 PM on 18.12.2015 at Office of the Director of Education, UT of Lakshadweep, Kavaratti - 682 555 with bio-data, original mark lists & certificates & one set attested copies of all testimonials. However, the Registration is mandatory before attending Walk in Interview by physical registration between 10 AM and 12 AM on 17.12.2015.


(A. HAMZA)
Director of Education

To

The Director (Information & Public Relation), UTL, Kavaratti with request to publish in the next issue of Lakshadweep Times.

Copy to:-1.SDO/DCs in islands and Administrative Officer, Kochi for wide publicity.

2. Web Co-ordinator in the Directorate to host in the Lakshadweep website.