



National Company Law Tribunal
Block No.3, 6th floor, C.G.O. Complex, Lodhi Road, New Delhi-110003

File No. 10/65/2021-NCLT / 351
Date: - 19.01.2023

OFFICE MEMORANDIUM

Subject:- Engagement of Law Research Associates in various Benches of National Company Law Tribunal purely on contractual assignment

Applications are invited from Indian nationals to work as Law Research Associate in NCLT purely on contractual assignment in Guwahati, Chennai, Kochi, Kolkata, Chandigarh, Ahmadabad, Jaipur, Hyderabad, Bengaluru, Allahabad, Indore, Amaravathi and Cuttack Benches of National Company Law Tribunal.

Following are the essential qualifications:-

- (a) Law Graduates fresh or experienced who have passed final year L.L.B examination with a minimum aggregate of 50% marks from a recognized university.
- (b) The candidate must be enrolled with any Bar Council. **(AIBE certificate is must).**
- (c) The age of the candidate shall not be above 30 years as on last date of receipt of applications, i.e. **on 18.02.2023;**
- (d) The candidate must have edge of computer operation including retrieval of desired information from various search engines/ processors such as Manupatra, SCC Online etc.

2. Selection will be made for filling up the existing and/or future vacancies in NCLT Benches mentioned above.

3. **Remuneration:** - The remuneration in various benches will be as follows;

S/No	Bench	Remuneration (Rs per month)
1	Jaipur	50,000/-
2	Chandigarh	50,000/-
3	Others locations	40,000/-

He/she will not be entitled to any DA/HRA/residential accommodation or any other allowance.

4. **Duties and Functions:** - Law Research Associate shall function as Research Associate attached to Hon'ble President/ Members of NCLT for the purpose of identification, selection, collection and combination of case laws, citation and judicial pronouncements relevant to specific proceedings, sitting in court during hearing of matters by the Tribunal and noting down

the arguments, preparing synopsis of the matters listed before the Tribunal and assisting in preparation of draft judgment if asked for. They shall also be responsible of such material as per requirement and bunching of similar matters.

5. Character:- The Candidate should have absolute integrity, honesty and good moral character for which he/she will submit certificate of two responsible persons at the time of joining in the respective bench. He/she should not be involved in any criminal case whether convicted or in which criminal trial is pending.

6. Conduct during and after the terms of assignment:-

- I. He/she shall maintain utmost secrecy in respect of matters which come to his/her notice by virtue of the assignment and shall ensure that no information, document or any other thing is leaked out because of mishandling of papers or his/her deliberations with other or in any manner. He/she will not disclose any fact which comes to his/her knowledge on account of such official attachment even after completion of terms of assignment unless such disclosure is legally required in discharge of lawful duties.
- II. The Law Research Associate will not accept any other assignment during his/her term engagement as such. He/she shall not practice as an Advocate in any court of Law during the course of assignment as Law Research Associate.
- III. He/she will be required to adhere to the dress code.
- IV. He/she will not leave headquarter without seeking permission from the Hon'ble President/Hon'ble Member concerned.
- V. He/she shall maintain punctuality in attending to his/her duties.
- VI. Since this is a full-time engagement, he/she will not enroll him/her in any regular course of any kind during the period of engagement.
- VII. He/She may be posted at any Bench of NCLT and also may be subject to transfer.

7. Period of Contract:- The period of contract initially will be for one year, extendable further depending upon the performance and requirement. The maximum period of engagement as Law Research Associate on contract basis in the NCLT will not exceed three years. Engagement on contractual basis will be subject to satisfactory performance and it can be terminated by the Tribunal, without assigning any reason whatsoever at any time. The short-term contractual assignment shall not confer any right or claim to any regularization or continuance of service.

8. They will not be entitled to any kind of regular leave except casual leave on pro-rata basis.

9. They will have the option to give up their assignment by giving one month's advance written notice. However, the President, NCLT will have the power to waive the notice period.

10. Their working days and working hours shall be same as are applicable to other serving officers and employees of the Tribunal. However, depending upon the need and requirement of the Hon'ble President/Hon'ble Member to whom, they are attached, they will be liable on work beyond office hours and even on Saturday, Sundays and other holidays without payment of any extra remuneration.

11. Last date for submission of application:- Interested candidates who are willing to serve in the NCLT Benches may submit their applications as per the enclosed format along with a brief


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resume indicating the educational qualifications and experience, if any, so as to reach the following address by or before the last date.

**Secretary,
National Company Law Tribunal,
Room No. 609, Block No. 3, C.G.O. Complex,
Lodhi Road, New Delhi - 110 003.**

12. Candidates who are working as Law Research Associates in various NCLT Benches have to apply through their office

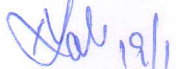
13. Last date for receipt of applications is **18.02.2023**. Applications received after due date, incomplete, unsigned and not on the prescribed format will not be considered and summarily rejected.

14. Selection would be based on Interview. During the interview questions will be asked on the Companies Act, 2013, Insolvency Bankruptcy Code, 2016 & other relevant allied laws. Candidates would also be subjected to tests to evaluate their research skills on Company Law and Corporate Insolvency Law.

15. In case the number of applicants are very large, shortlisting may be done on the basis of qualifications, experience and other parameters,. Selection would be based on interview, which would be designed to assess the knowledge and skill in Companies Act 2013 an Insolvency and Bankruptcy Code 2016. Candidates would also be subject to tests to evaluate their research skills on legal matters.

16. No TA/DA will be admissible for appearing in the interview. The NCLT reserves the right to call only shortlisted candidates in the interview or change the selection criteria.

17. Applications sent via email or though hand delivery would not be accepted.


(Anupam Lahiri)
Secretary, NCLT

**APPLICATION FOR ENGAGEMENT AS LAW RESEARCH ASSOCIATE IN NATIONAL COMPANY
LAW TRIBUNAL BENCHES PURELY ON CONTRACTUAL ASSIGNMENT**

(Last date of receipt of applications: 18.02.2023)

Paste here self attested
passport size colored
photograph

1.	Post Applied For	:	LAW RESEARCH ASSOCIATE
2.	Bench for which applied (indicate three Benches indicating preference of each bench)	:	
3.	Name (IN BLOCK LETTERS)	:	
4.	Fathers Name	:	
5.	Date of Birth & age as on 18.02/2023 (Attach self-attested copy of DOB proof)	:	
6.	Marital Status (Married/ Unmarried)	:	
7.	Name of the Bar Council where enrolled (Attach self-attested copy of enrolment certificate) <i>Applications would be rejected if no enrolment certificate is attached</i>)	:	
8.	Date of passing AIBE Exam (attach certificate of passing AIBE. <i>Applications would be rejected if no certificate is attached</i>)	:	
9.	Date of passing LLB	:	
10.	Percentage of marks obtained in LLB (convert grades into percentage)	:	
11.	Correspondence Address	:	
	Telephone No.	:	
	Mobile No. (Mandatory)	:	
	Email ID (Mandatory)	:	
12.	Permanent Address	:	
13.	Present occupation, If any, and date from which continuing in the current assignment	:	

14	Knowledge of computer operation		:			
15	Educational Qualifications					
	Name of Board/ University	Exam passed	Year of Passing	Percentage of Marks obtained (If grade system is followed by the University, % of marks after conversion be mentioned along with copy of method of conversion)	Academic Distinction if any	Subject(s)/ Specialization
16.	Details of previous and present engagement in chronological order (attach proof of the same)					
	Name and address of the employer		Period of Service		Nature of duty/ experience	
17.	Time required for joining the post		:			

It is certified that the information furnished above is correct and true to the best of my knowledge.

Place:
Date:

Signature _____
Name:- _____