

भारतीय राष्ट्रीय
उपभोक्ता सहकारी
संघ मर्यादित



National Co-operative
Consumers' Federation
of India Ltd.

(For Website)

NCCF Needs Legal Advisor/Consultant on Contract Basis

NCCF, a multi state cooperative society (under Administration control of Ministry of Consumer Affairs, Food and Public Distribution, Govt. Of India) intends to fill up the following post in its Head Office at New Delhi.

1. Application for – Legal Advisor/Consultant

- **Period of Consultancy** – Initially for two year from the date of joining which may be extended.
- **Pay:** Rs.40,000/- consolidated.
- **Qualification/Essential Criteria** - Should be Graduate in Law from a recognized institution from India or Abroad. Possess a minimum of 5 years of Experience post. It is essential that applicant should be registered to practice before the courts in India.
- **Nature of duties** - Regular monitoring and follow up of specific legal issues of NCCF. To provide legal advice on commercial and investment arbitration cases. Attend court hearings and arbitration sometimes, liase with lawyers and prepare legal briefs. To prepare legal advice on related matters and participate in deliberations. Analyse legal issues and recommend course of action in the legal issues assigned to them. Regular Monitoring of Court cases with various Branches including monitoring of date of hearing, related advocates, court decisions/judgements etc. Strong written and spoken communication skills in English as well as in Hindi. Proficiency in use of computers (Ms-Word, Excel, Power Point etc).

NB:

1. The periods shall be initially for the period of 2 year, extendable as per NCCF guidelines.
2. NCCF reserves the right to accept/reject any or all application without assigning any reason.
3. The Applicants may send their application to the Managing Director, National Cooperative Consumers Federation of India Limited (NCCF), NCUI Complex, 5th Floor, 3- Siri Institutional Area, August Kranti Marg, New Delhi-110016.
4. The Last date of receipt of application at NCCF is on before 10.02.2021.


(Abhishek Routray)
Incharge (P&A)

एनसीयूआई काम्प्लेक्स, 3, सिरी इन्स्टीट्यूशनल ऐरिया, अगस्त क्रान्ति मार्ग, हाउज खास, नई दिल्ली-110016
NCUI Complex, 3 Siri Institutional Area August Kranti Marg, Hauz Khas, New Delhi - 110016

दूरभाष / Phone : 011-40194608 / 41680056 वेबसाइट / Website : "nccf-india.com" E-mail : nccf@rediffmail.com

ANNEXURE-I

**APPLICATION PROFORMA FOR THE POST OF CONSULTANT (LEGAL)
NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LIMITED,
NCUI Complex, 3, Siri, Institutional Area,
August Kranti Marg, Hauz Khas, New Delhi**

Paste your
passport size
photo here

1. Name :
2. Date of Birth :
3. Gender :
4. Educational Qualifications:
5. Mobile No. :
6. Email ID :
7. Details of employment in chronological order, if applicable. (*Enclose a separate sheet, if space below is insufficient*)

| Department/ Institution/ Organisation | Post held | From | To | Emoluments | Nature of duties performed |
|---|-----------|------|----|------------|-------------------------------|
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8. Details of courses/ training programs attended, if any:

9. Languages known:

10. Details of previous Consultancy, if any :

11. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if need be.

12. Remarks, if any :

(Signature of candidate)

Address:

Date: