



## DELHI STATE LEGAL SERVICES AUTHORITY

(constituted under the 'Legal Services Authorities Act, 1987, an Act of Parliament')

Under the Administrative Control of High Court of Delhi

Central Office, 3<sup>rd</sup> Floor, Rouse Avenue District Court Complex,

Pt. DeenDayalUpadhyaya Marg, New Delhi-110002

Email : estabwing-dslsa@nic.in Website : www.dslsa.org



Ref. No. 334/DLSA/Estt/LCCRA/ 2024/ 3939 - 3941

Dated 01/04/24

To,

The Registrar General,  
High Court of Delhi  
New Delhi.

The Principal District & Sessions Judge(HQ)  
Tis Hazari Court,  
Delhi

✓ The Director,  
Delhi Judicial Academy  
Dwarka, New Delhi

**Sub.: Engagement of Law Clerk-cum-Research Assistant in Delhi State Legal Services Authority**

Respected Sir/Madam,

May I bring to your kind consideration that this Authority intends to appoint/engage Law Clerk cum Research Assistant (on contractual basis) and the last date for submission of application though online mode for Law Clerk cum Research Assistant is **25.04.2024 by 5:00 PM**

May I therefore request your goodself that directions be kindly issued to the quarter concerned for uploading the enclosed advertisement along with google form link on the official website as well as for display of the same on the Notice Board or any other conspicuous place of your good office for its wide publicity.

With regards

Encl: As above

*Manoj Kumar* 04.04.2024  
*she*  
*Director (Adms.)*

Yours faithfully,

*Naveen Gupta*  
01/04/24  
(Naveen Gupta)  
Special Secretary

(Looking after the work of  
Member Secretary, DSLSA

*Programmer* Please ensure to  
upload on DJA  
website and also get  
put up on the Notice Board of Academy.



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Dated 01/04/24

### Notice regarding Engagement of Law Clerk-cum-Research Assistant on short-term contractual basis

#### Advertisement

Online applications are invited from Law Graduates (who have passed out after **March-2021**) who fulfill the following essential academic qualifications and other eligibility conditions, as on last date of the Advertisement i.e. 25.04.2024, for engagement as Law Clerk-cum-Research Assistant, in Delhi State Legal Services Authority purely on contractual basis on a fixed consolidated stipend of Rs. 35,000/- per month initially for a period of three months which is likely to be extended upto maximum period of One Year on the basis of work assessment & requirement by this Authority. However, the contract can be terminated at any point of time without any notice.

Last Date for submission of application is 25.04.2024 by 5:00 PM.

#### A. Essential Qualifications:

- (i) Candidate must be a law graduate having passed out after **March, 2021** from any Law School/College/University/ Institution and recognized by the Bar Council of India for enrolment as Advocate, with at least 60% marks.
- (ii) Candidate must not be above 27 years of age as on the last date of receipt of applications.

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- (iii) Candidate studying in the final year shall also be eligible to apply subject to furnishing proof of acquiring Law degree at the time of interview/before taking up the assignment as Law Clerk-cum-Research Assistant.
- (iv) Candidate must have good knowledge of MS-PowerPoint/Word/Excel.
- (v) Candidate shall prepare at least 15 slides of Power Point Presentation and attached along with Application form on anyone of the following topics of research for achieving the objective of the:  
"Provisions of Legal Services Authorities Act -1987/ Research Methodology/ Victimology/ Victim Compensation/ Rights of under Trial Prisoners/ Rights of Children/ Right of Persons of LGBT Community".

**B. Method for applying**

Candidates may apply only through online mode i.e. weblink given on the official website of Delhi State Legal Services Authority i.e. [www.dslsa.org](http://www.dslsa.org) w. e. f. 05.04.2024 at 10 AM. However, application sent through any other mode like hard copy of application, e-mail etc. shall be rejected summarily.

**C. Method of Selection**

Selection shall be made on the basis of Interview.

**D. General Information**

It is made clear that the engagement as Law Clerk-cum-Research Assistant is a full time assignment, though purely on contractual basis. Engaged candidate shall not be able to join any other profession/service/engagement etc. during the continuance of his/her engagement with DSLSA. It shall not confer any right on selected candidates to claim any regular appointment/continuance in service in the Delhi State Legal Services Authority. The Authority reserves with it the right to discontinue the services of any Law Clerk-cum-Research Assistant at any point of time without assigning any reasons.

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**E. Work profile**

- I. To make analytical study and research for future planning for better implementation relating to various schemes of NALSA and DSLSA.
- II. Support and assistance to the victims in matters pertaining to Delhi Victim Compensation Scheme in District Legal Services Authorities.
- III. Legal Assistance to victims of human trafficking and looking after their welfare and rehabilitation with coordination of various NGOs working in the field.
- IV. Preparation of Power Point Presentations, flyers, pamphlets, newsletters & information material to be used in awareness & legal literacy programmes.

Law Clerk-cum-Research Assistant shall initially be employed for a period of three months, likely to be continued thereafter upto maximum period of One Year on the basis of work assessment & requirement by this Authority. He/she will be permitted a total number of twelve days leave in a year, subject to a maximum of three days leave in a month. In the event of number of leaves exceeding per year or per month permissible limit, pro rata deduction will be made from the monthly remuneration of the concerned Law Clerk-cum-Research Assistant.

Candidates should bear in mind while applying for Law Clerk-cum-Research Assistant that he/she/ may be required to work even beyond the Office hours for which no overtime shall be payable & No TA/DA shall be paid to the candidates called for interview.



**(Naveen Gupta)**  
**Special Secretary**  
**(Looking after the work of**  
**Member Secretary, DSLSA**



Google form link to fill the Application form of LCCRA:-

[https://docs.google.com/forms/d/e/1FAIpQLSeOfOzxQMyW6Zx2LpwfvyAX04oc\\_ssCenmEKXlyLe4sTSWG7w/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSeOfOzxQMyW6Zx2LpwfvyAX04oc_ssCenmEKXlyLe4sTSWG7w/viewform?usp=sf_link)