



## ***Engagement of Legal Consultant on Contract Basis - 2022***

**Pension Fund Regulatory and Development Authority (PFRDA)** is a statutory regulatory body established by an Act of Parliament, to promote, develop and regulate Pension sector in India. PFRDA invites applications from Indian citizens for engagement of **One (01) 'Legal Consultant'** purely on contract basis. The number of position is liable to change.

**No. of Post: One (01)**

### **EDUCATIONAL QUALIFICATION:** **(As on 30/04/2022)**

Bachelor's Degree in Law with a minimum of 55% marks or LL.M from a university recognized by UGC.

### **AGE LIMIT:** **(As on 30/04/2022)**

Not more than 35 years.

### **EXPERIENCE:** **(As on 30/04/2022)**

Minimum of one year post qualification experience preferably in matters dealing with financial sector.

### **REMUNERATION:**

The salary applicable to the suitable candidate shall range from Rs.40,000 to Rs.60,000 depending on the experience of the candidate.

No other benefits/reimbursements would be admissible other than the consolidated monthly remuneration.

### **TENURE OF CONTRACT:**

The selected candidate would be engaged purely on contract basis for a period of two (02) year only which will be subject to annual performance review. The contract period may be further extended as per requirements and upon satisfactory performance. The contract can be terminated by either of the parties without assigning any reason, by giving two (2) months' notice or payment of two (2) months' remuneration in lieu thereof to the other party.

## **GENERAL INSTRUCTIONS:**

1. Applications which are incomplete or not as per the specified format, or received after the prescribed date or received without supporting documents in respect of age, educational qualification, experience as applicable will be summarily rejected and will not be considered. The candidate is required to submit a brief profile (not exceeding 3 pages) regarding the qualification and experience along with the duly filled application form.
2. The Competent Authority reserves the right to call for additional documents as required from the candidate for validating the eligibility of the candidate by email/post within specified timelines specified thereunder. Failure to submit such additional document within the stipulated timelines as mentioned in the said communication will disqualify the candidature of the candidate forthwith.
3. Mode of Selection will be Written Test and Interview. The Competent Authority reserves the right to modify the selection procedure at any time, if deemed fit. If necessitated, the Authority reserves the right to shortlist the candidate to be called for written test and interview based on his/her educational qualification, experience and profile. Thus, merely fulfilling the eligibility conditions as laid down in the advertisement as regards qualification and experience, would not automatically entitle any candidate to be called for the interview. The Authority reserves the right to raise the minimum standard in respect of qualification and experience in order to restrict the number of candidates to be called for the interview.
4. Candidates should satisfy themselves about their eligibility for the post applied for. The Authority shall determine their eligibility only at the final stage, i.e. while calling them for written test and interview.
5. The Authority reserves the right to relax any of the eligibility criteria in deserving cases.
6. The Candidate would **not** be entitled for permanent employment in PFRDA at any point of time.
7. Candidates working in Govt. / Quasi Government Organizations/ Regulatory Bodies / Public Sector organizations, Banks, Financial Institutions and desirous of applying should submit their application along with a valid 'No Objection Certificate (N.O.C)' issued by their employer so as to reach the address as given at Point 14 on or before the due date. If selected, the candidate should submit a proper discharge certificate from employer before joining in PFRDA. The terms of contract will be broadly based on the terms and conditions of this advertisement.
8. The Authority reserves the right to cancel the advertisement fully or partly on any grounds without assigning any reasons whatsoever.
9. Canvassing in any form will disqualify the candidature of the candidate.
10. If the candidate is found to be not eligible or knowingly or willfully furnishes incorrect or false particulars or suppresses material information, his/her candidature will be liable to be cancelled at any stage of the selection. If the candidate qualifies in

selection process and subsequently it is found that he/she does not fulfill the eligibility criteria, his/her candidature will be cancelled and if engaged, his/her services would be terminated/forthwith without any notice or compensation.

11. Applications received after due date will not be entertained. The Authority takes no responsibility for any delay in receipt of application or loss thereof in postal transit.

12. The decision of Authority in all matters would be final and binding, and no correspondence in this regard would be entertained. Any matter related to the engagement of 'Legal Consultant' or the procedure for the engagement shall be governed by the Laws of Union of India. Only courts in New Delhi (with exclusion of all other courts) shall have the exclusive jurisdiction to decide or adjudicate on any matter or dispute which may arise in connection with the selection process.

13. Outstation candidates called for interview will be reimbursed III class AC rail fare towards to and fro journey, subject to submission of necessary documentary evidence.

### **HOW TO APPLY:**

14. Applications should be sent by ordinary post/speed post (without AD) in a cover superscribing "**Application for the post of 'Legal Consultant' on Contract**" to the following address so as to reach latest by and not after, **04.07.2022 (Monday)**.

The General Manager (Admin & HR)  
Pension Fund Regulatory and Development Authority (PFRDA)  
B-14/A, Chhatrapati Shivaji Bhawan, Qutab Institutional Area,  
Katwaria Sarai, New Delhi – 110016.

15. Scanned applications along with supporting documents should additionally be sent through email at [recruitment.hr@pfrda.org.in](mailto:recruitment.hr@pfrda.org.in) latest by 04.07.2022 (Monday).

16. Candidates who satisfy the eligibility norms may apply giving their bio-data strictly in the format given below:

**PENSION FUND REGULATORY AND DEVELOPMENT AUTHORITY**  
**APPLICATION FOR THE POST OF 'LEGAL CONSULTANT' ON CONTRACT**

1. Name in full (English-CAPITAL LETTERS)	First Name																				
	Middle Name																				
	Surname																				
2. Father's Name															Paste Photograph in the box alongside and sign across it						
3. Gender (Please ✓ wherever applicable)	M		F		T																
4. Date of Birth	D	D	M	M	Y	Y	Y	Y													
5. Age as on 30.04.2022					Years				Months												
6. Details of Work Experience as on 30.04.2022																					
Employer Name & address				Designation				Job Profile				Period		Duration							
												From	To		Mnts						
7. Academic Qualification as on 30.04.2022																					
Qualification	Examination			Main Subjects			Year of Passing		University/ Institute			Overall (%) of Marks		Class/ Division							
Graduation																					
Post Graduation																					
Any Other																					
8. Postal Address (English – in capital letters only)																					
												E Mail:									
												Telephone:									
												Mobile:									
Dist.:												STD Code:									
State:												Pin Code:									
9. Any other information considered relevant by the applicant:																					
<p>I declare that the information furnished above is true and correct to the best of my knowledge &amp; belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that I do not satisfy the eligibility criteria (as stipulated) according to the Authority, my candidature/engagement is liable to be cancelled/ terminated at any stage without any notice or compensation. I have read and understood the stipulations given in the detailed advertisement and hereby undertake to abide by them.</p> <p>Place: _____ Signature: _____</p> <p>Date: _____</p> <p>Note: Applications should be accompanied by self -attested copies of certificates in support of Age, Qualifications &amp; Experience as applicable with a recent passport size photograph glued to the top right hand corner of the application form. Additional information (if any) may be furnished in a separate sheet.</p>																					