

SUPREME COURT LEGAL SERVICES COMMITTEE
107, LAWYERS CHAMBERS,
SUPREME COURT COMPOUND,
NEW DELHI -110001
Phone : 011 -23116353,23116354
WEBSITE : www.sclsc.nic.in

Dated : 25.05.2022

ADVERTISEMENT FOR CONSULTANT(IT)

Applications in the prescribed proforma (as per Annexure I to the advertisement) are invited from eligible candidates as Consultants(IT) in the Supreme Court Legal Services Committee, as per details given below :

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|----|-------------------------------|---|--|
| 1. | Name of the Post | : | Consultants in the Supreme Court Legal Services Committee, New Delhi |
| 2. | Number of consultant required | : | One Hardware/Software |
| 3. | Period of consultant | : | (I) Initially for one year from the date of engagement. |
| 3. | Qualification | : | IT professional with M.C.A./B.E./B.Tech/M.Tech or any equivalent degree in the field of Computer Science/I.T. from any recognized College/University/Institution established by law in India. The candidate must have knowledge of computer application/development of website with expertise in PHP, ASP.NET, Postgre SQL, MySQL. |
| 4. | Experience | : | Two year experience in the field of Software/Hardware. |

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| 5. | Duties and responsibilities of the Consultants: | : <ul style="list-style-type: none"> ➤ Building and maintenance of website of MCPC/SCLSC. ➤ Maintenance of online application module and its integration with office software. ➤ Catering to the I.T. needs of the SCLSC. ➤ Maintenance of the I.T. para-furia in the Video Conferencing Room. ➤ Preparing and maintenance reports/project of the various activities of the SCLSC. ➤ Any other I.T. related work assigned by the Secretary, SCLSC |
| 6. | Age Limit | : Candidate should not be above 35 years of age on the date of closing of application. |
| 7. | Remuneration | : Maximum amount of monthly consolidated fee payable to Consultant shall be Rs.50,000/- per month and deduction of applicable tax. |
| 8. | Allowances | : Candidate shall not be entitled to any allowance such as Dearness allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, CGHS and Medical Reimbursement etc. |
| 9. | Leave | : The Candidate shall be eligible for 8 days' leave in a calendar year on pro- |

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| | | <p>rata basis. Therefore, a Consultant shall not draw any remuneration in case of his/her absence beyond 8 days in a Year (calculated on a pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year. The SCLSC would be at liberty to terminate the services, in case of absence of a candidate, for more than 15 days, beyond the entitled leave in a calendar year.</p> |
| 10. | TA/DA | <p>: No TA/DA shall be admissible for joining the assignment or on its completion. Candidates will not be allowed foreign travel at Government expenses. However, Consultants, shall be allowed TA/DA for their travel inside the country only in connection with the official work.</p> |
| 11. | Termination Notice | <p>: The SCLSC can cancel the appointment at any time without providing any reason for and without any prior notice. The candidate can also seek termination of the contract, upon giving one month's notice to the SCLSC.</p> |

Interested applicants may submit applications indicating their interest in working for the Supreme Court Legal Services Committee.

The envelope containing the applicants' details as mentioned above should be clearly labelled "**Application for the post of Consultant(IT) (Hardware/Software) in the office SCLSC**" and addressed to :

The Secretary,
Supreme Court Legal Services Committee,
107, Lawyers Chambers,
Supreme Court Compound,
New Delhi.

The last date for submission of application is **8th June, 2022**
(incomplete application shall be straightway rejected)

Copy of the "Procedure and guidelines for engagement of Consultant (Software/Hardware)" is uploaded on the website of the SCLSC namely : sclsc.gov.in

NOTE : IN THE EVENT OF NUMBER OF APPLICATIONS BEING LARGE, SCLSC WILL ADOPT SHORT LISTING CRITERIA TO RESTRICT THE NUMBER OF CANDIDATES TO BE CALLED FOR INTERVIEW TO A REASONABLE NUMBER BY ANY OR MORE OF THE FOLLOWING METHODS :

- (a) "On the basis of Desirable Qualification (DQ) or any one or all of the DQ if more than one DQ is prescribed".
- (b) On the basis of higher educational qualification than the minimum prescribed in the advertisement.
- (c) On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
- (d) By counting experience before or after the acquisition of essential qualification.
- (e) By invoking experience even in case where there is no experience mentioned either as Essential Qualification (EQ) or as Desirable Qualification (DQ).
- (f) By holding a Recruitment Test.

THE CANDIDATE SHOULD THEREFORE, MENTION ALL HIS/HER QUALIFICATIONS AND EXPERIENCE IN THE RELEVANT FIELD OVER AND ABOVE THE MINIMUM QUALIFICATIONS.

(Yajuvender Singh)
Secretary

ANNEXURE -1

**APPLICATION FORMAT FOR APPOINTMENT AS CONSULTANTS IN
THE OFFICE OF THE SUPREME COURT LEGAL SERVICES
COMMITTEE**

1. Name :
(in capital letters)
2. Father's/Mother's/ Husband name :
3. Date of birth :
4. Nationality :
5. Mailing address
(with Tel. /Mob. No. and
E-mail address)
6. Permanent address :
7. Educational Qualification :

| S.No. | Course | Subject | University/Institute | Year of Passing | Division/Class |
|-------|--------|---------|----------------------|-----------------|----------------|
| | | | | | |

8. Work Experience, if any :

| S.No. | Organization/Institute with full address | Period from | Period to | Nature of Work performed | Remarks |
|-------|---|----------------|-----------|-----------------------------|---------|
| | | | | | |

(Please enclosed self attested copies of educational/qualification and date of birth certificate).

Date
Place

Name & Signature