

F. No.A-12025(i)/4/2000-Admn.I (LD)

Government of India  
Ministry of Law and Justice  
Legislative Department  
\*\*\*\*\*

Shastri Bhawan, New Delhi  
Dated the 02<sup>nd</sup> April, 2018.

To

The Chief Secretary to the  
Government of\_-----

**Subject:- Appointment to the post of Assistant Legislative Counsel (Regional Languages- Bengali) in the Official Languages Wing, Legislative Department, Ministry of Law and Justice on deputation basis.**

Sir,

I am directed to circulate the vacancy of Assistant Legislative Counsel (Regional Languages- Bengali) in the Official Languages Wing, Legislative Department, Ministry of Law and Justice required to be filled up immediately on deputation basis. The post belongs to General Central Service, Group 'A' (Gazetted, Non-Ministerial) and carries Level 11 of Rs. 67700-208700 in the Pay Matrix [Pre-revised pay band PB-3 of Rs.15600-39100 plus grade Pay of Rs.6600/-]. The appointment to the post is to be made by deputation of officers in the Central or State Government:-

- (a) (i) holding analogous posts on regular basis in the Parent Cadre or Department; or
- (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in Level 9 of Rs.53100-167800 in the Pay Matrix [Pre-revised Pay Band of Rs.9300-34800 plus Grade Pay of Rs.5400] or equivalent in the Parent Cadre or Department; or
- (iii) with six years' service in the grade rendered after appointment thereto on a regular basis in Level 8 of Rs.47600-151100 in the Pay Matrix [Pre-revised Pay Band of Rs.9300-34800 plus Grade Pay of Rs.4800] or equivalent in the Parent Cadre or Department; or
- (iv) with seven years' service in the grade rendered after appointment thereto on regular basis in Level 7 of Rs.44900-142400 in the Pay Matrix [Pre-revised pay band of Rs.9300-34800 plus grade pay of Rs.4600] or equivalent in the parent cadre or Department; and
- (b) possessing the educational qualifications and experience prescribed for direct recruits as set out in Annexure-I.

(Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date of receipt of applications.)

**Note:—** For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1<sup>st</sup> January, 2016 or the date from which the revised pay structure based on the recommendations of the Seventh Central Pay Commission has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix or pay scale extended based on the recommendations of the said Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common level in the pay matrix or pay scale, and where

this benefit will extend only for the post (s) for which that level in the pay matrix or pay scale is the normal replacement of the grade without any upgradation.

2. I am to request that the applications in the prescribed form (Annexure-A) of suitable officers who satisfy the educational qualifications and experience and whose services can be spared immediately may be sent to this Department. The final selection of the candidate will be made in consultation with the Union Public Service Commission.

3. The applications of willing officers should reach the undersigned (in duplicate) along with their up-to-date CR Dossier, Vigilance Clearance Certificate and Integrity Certificate separately within 60 days from the date of publication of the vacancy in the Employment News. While forwarding the applications, a certificate showing that no minor/major penalties has been imposed on the officers in the past ten years may also be enclosed separately.

Yours faithfully,

(B.M. Sharma)

Deputy Secretary to the Government of India

Ph.No.:- 23384603.

Copy to:-

1. All Ministries/Departments of the Government of India.{for giving wide publicity}.
2. DS (Official Languages Wing) / US (Vidhi Sahitya Prakashan) [for giving wide publicity].
3. In charge, NIC-Cell, M/o Law & Justice with request to upload the aforesaid circular on the website of this Ministry by way of giving a link "vacancy circular" on the Home page.
4. The Department of Personnel & Training with a request to upload the said vacancy circular on their website.
5. O.L. Section for Hindi version.

(R.K. Sharma)

Section Officer (Admn.)

**Essential:**

(i) Master's Degree in Law (LLM) from a University established or incorporated by or under a Central Act; a Provincial Act or a State Act or any institution for higher education deemed to be a University by the Central Government or any other institution or foreign University approved by the Central Government; and

(ii) Should have been a member of State Judicial Service for a period of five years.

or

Should have held a post in the Legal Department of a State Government for five years;

or

Should have been a Central Government servant who has had experience in Legal Affairs for five years;

or

Should have been a qualified legal practitioner who has practised as such for five years;

or

Should have been a teacher of Law for five years in a recognised institution;

or

Should have five years' experience of translation into Bengali language of statutes, statutory rules and orders in the Central Government or State Government;

or

Should have five years' experience of drafting of statutes in the Central Government or State Government;

or

B. (i) Bachelor's Degree in Law (LLB) from a University established or incorporated by or under a Central Act; a Provincial Act or a State Act or any institution for higher education deemed to be a University by the Central Government or any other institution or foreign University approved by the Central Government; and

(ii) Should have been a member of State Judicial Service for a period of seven years;

or

Should have held a post in the Legal Department of a State Government for seven years;

or

Should have been a Central Government servant who has had experience in Legal Affairs for seven years;

or

Should have been a qualified legal practitioner who has practised as such for seven years;

or

Should have been a teacher of Law for seven years in a recognised institution;

or

Should have seven years' experience of translation into Bengali language of statutes, statutory rules and orders in the Central Government or the State Government;

or

Should have seven years' experience of drafting of statutes in the Central Government or the State Government;

(iii) Passed Secondary School Examination or any higher examination from a recognised Board or University or Institution through medium of Bengali language or had offered Bengali language as a subject in Secondary School Examination or any higher examination from a recognised Board or University or any institution or foreign University approved by the Central Government.

**Note 1—** Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates otherwise well qualified.

**Note 2.**—The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

**Desirable:**

1. Five years' experience of legislative drafting in Bengali language concerned in Central or State Government.
2. Bachelor's degree from a University established or incorporated by or under a Central Act; a Provincial Act or a State Act or any institution for higher education deemed to be a University by the Central Government or any other institution or foreign University approved by the Central Government with Bengali language concerned as a subject or medium at degree level.

**APPLICATION FOR THE POST OF ASSISTANT LEGISLATIVE COUNSEL (RL-BENGALI)**

**CURRICULUM VITAE PROFORMA**

1. Name and Address  
(In Block Letters)
2. Date of Birth  
(in Christian era)
3. Date of retirement under  
Central/State Government Rules
4. Educational Qualifications
5. Whether Educational and other qualifications  
required for the post are satisfied. (If any  
Qualification has been treated as equivalent to  
the one prescribed in the Rules, state the  
authority for the same)

Qualifications/Experience  
required

Qualifications/Experience  
possessed by the officer

Essential

- 1)
- 2)
- 3)

Desired

- 1)
- 2)

6. Please State clearly whether in the light of  
entries made by you above, you meet the  
requirement of the post.
7. Details of Employment , in chronological order. Enclose a separate sheet duly authenticated by your signature, if  
the space below is insufficient

---

Office/Institution

Post  
held

From

To

Scale of Pay  
and Basic Pay

Nature of  
duties (in  
detail)

---

- 
8. Nature of present employment i.e. Ad-hoc of Temporary or Quasi-Permanent or Permanent
  9. In case the present employment is held on deputation/contract basis, please state:-
    - a) The date of initial appointment.
    - b) Period of appointment on deputation/contract.
    - c) Name of the parent office/organisation to which you belong.
  10. Additional details about present employment  
Please state whether working under (indicate the name of your employer against the relevant column)
    - a) Central Govt.
    - b) State Govt.
  11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.
  12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
  13. Total emoluments per month now drawn
  14. Additional information, if any, which you would like to mention in support of your suitability for the post.  
(This among other things may provide information with regard to (i)additional academic qualifications (ii) Professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement)(Note: Enclose a separate sheet, if the space is insufficient).
  15. Please state whether you are applying for deputation (ISTC)/ Absorption/ Re-employment Basis (Officers under

Central/ State Governments are only eligible for "Absorption" Candidates of non-Government Organisations are eligible only for Short Term Contract).

16. Whether belongs to SC/ST
17. Remarks: (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards / Scholarship /Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv)any other information

(Note: Enclose a separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidates

Date\_\_\_\_\_

Address\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Certified that the particulars furnished by the officer are correct. In the event of selection, services of the officer will be spared immediately.

Countersigned  
Head of Department/Competent Authority