NITCON LIMITED

ELIGIBILTY CRITERIA- 16/2026-27

Details of Requirement for Deployment of Personnel purely on Contractual Basis				
Job Opening No.	**Post Name**	**Job specification and description**	**No of Vacancy**	**Monthly Remuneration (Consolidated)**
NIT/2026-27/16/05	**Legal Consultant**	**Qualification & Experience:** ✓ Full-time LL.B. / B.A. LL.B. / B.Sc. LL.B. degree from a university recognized by the Bar Council of India (BCI). ✓ 1–3 years of experience in active legal practice or legal consultancy. ✓ Proficiency in legal drafting and preparation of legal documents. **Desirable Skills & Competencies:** ✓ Experience in legal research and interpretation of relevant Acts, Rules, Regulations and Government instructions. ✓ Knowledge of case laws, drafting of affidavits, counter-replies and legal opinions. ✓ Good written and verbal communication skills. ✓ Ability to examine legal documents, identify legal risks and provide appropriate legal inputs. **Expected Roles & Responsibilities:** ✓ Handle and coordinate litigation matters, including monitoring of cases and representing the organization before courts, tribunals and other judicial or quasi-judicial authorities, as required. ✓ Monitor court cases, hearing dates and related proceedings and maintain updated records of litigation matters. ✓ Draft, review and vet legal notices, replies, affidavits, counter-affidavits, counter-replies and other legal documents. ✓ Provide legal opinions and advice on matters referred by the competent authority. ✓ Examine and vet agreements, contracts, MoUs, undertakings and other legal documents. ✓ Assist in matters relating to procurement, tendering, contractual obligations and dispute resolution. ✓ Monitor and update litigation-related information on the Legal Information Management and Briefing System (LIMBS). ✓ Provide legal assistance in matters relating to compliance, disciplinary proceedings, RTI and enforcement of applicable rules and regulations. ✓ Assist in responding to audit observations, investigation-related matters and other legal issues. ✓ Undertake legal research and provide inputs on applicable laws, rules, regulations, judgments and Government instructions. ✓ Undertake any other legal or related work assigned by the competent authority. **Age Limit:** ✓ Preferably up to 40 years. ✓ In the case of retired personnel from Central Government/State Government/Autonomous Institutions/PSUs, the maximum age shall be 64 years.	**01**	**₹60,000**

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Terms and Conditions:

1. Candidates desirous of applying for the above-mentioned positions are required to download the prescribed Application Form from the Careers section of the NITCON Limited website: **www.nitcon.org/career**. The selection shall be made in accordance with the prescribed eligibility criteria and requirements of the respective positions.
2. The duly filled Application Form, along with the requisite self-attested documents, shall be submitted through email at **openings@nitcon.org** only. Applications received through any other mode shall not be considered.
3. The engagement shall be purely on a contractual basis, and the selected candidates shall be entitled to the consolidated monthly remuneration prescribed against the respective positions.
4. No TA/DA shall be paid to candidates for attending the interview or any other stage of the selection process.
5. Only candidates fulfilling the prescribed eligibility criteria and submitting complete applications along with the requisite supporting documents shall be considered for shortlisting and further selection.
6. NITCON reserve the right to accept or reject any application, cancel or modify the recruitment process, or not to fill any or all of the advertised positions, without assigning any reason.
7. Shortlisted candidates shall be informed about the interview and other stages of the selection process through the email address provided in their Application Form.
8. Mere submission of an Application Form shall not confer any right upon the candidate to be considered for selection or appointment.
9. Only the dully filled Application Form along with the documents submitted within the prescribed application process shall be considered for evaluation. Any separate or additional documents submitted subsequently may not be considered.
   For any clarification, please drop a mail at **services@nitcon.org**

Documents to be submitted along with the application form:

Candidates shall submit scanned copies of the duly filled and signed Application Form along with the following self-attested documents, as applicable:

- Certificate/document evidencing Date of Birth.
- Class X Marksheet and Certificate.
- Class XII Marksheet and Certificate.
- Graduation Marksheet and Degree Certificate.
- Post-Graduation Marksheet and Degree Certificate, wherever applicable.
- Diploma Certificate, wherever applicable.
- Updated Resume/CV.
- Relevant Work Experience Certificates.
- Any other certificate/document supporting the prescribed eligibility criteria.

Note: PAN and Aadhaar details/documents, if required, may be obtained from the selected candidates at the time of document verification or onboarding.