

File No. NF-12012(24)/1/2023-ADMIN

राष्ट्रीय वित्तीय रिपोर्टिंग प्राधिकरण/
NATIONAL FINANCIAL REPORTING AUTHORITY (NFRA)

7th Floor, Hindustan Times House,
KG Marg, New Delhi-110001
Date: 15th June 2023

Circular for engagement of Resource Person (Legal) on contract basis through walk in skill test/interview test

National Financial Reporting Authority (NFRA), New Delhi is a statutory body set up under Section 132 of Companies Act, 2013. NFRA has been established to protect the public interest and interest of investors, creditors and others associated with the companies or body corporate by establishing high quality of standards of accounting and auditing and exercising effective oversight of accounting functions performed by the companies and bodies corporate and auditing functions performed by auditors.

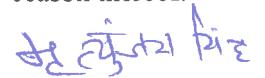
2. **National Financial Reporting Authority (NFRA) intends to engage eligible and interested persons as Resource Person as per details stated in annexure –I purely on contract basis for a period of six months as per terms and conditions mentioned therein.**

3. It is requested that interested and eligible candidate may kindly present themselves for skill test/interview on 20th June 2023 at 11:00 AM at NFRA, 7th Floor, Hindustan Times House, KG Marg, New Delhi – 110001. The Skill test/interview of applicants will be subject to successful document verification. All interested persons are requested to bring five sets of complete application form (**Annexure-II**) along with the original documents which are supposed to be submitted along with the application form.

4. Application submitted should invariably contain the following in the specified order:

- (i) Application form duly filled in.
- (ii) Index of documents.
- (iii) Copy of supporting documents as required vide this notice/advertisement.
- (iv) Each page of application including supporting documents duly signed and numbered.

5. Cutoff date for eligibility criteria, age and experience will be counted as on date of publication of this advertisement. Applicants/interested persons are advised to check NFRA website regularly in case of any changes in this circular as the said changes would be displayed on NFRA website. NFRA reserves the right not to fill any position(s) advertised. Further, NFRA has the right to accept or reject the application without assigning any reason thereof.



(Mritunjay Singh)

Deputy General Manager

Annexure –I

1. Requirement to be fulfilled by Resource Person to be engaged by NFRA-

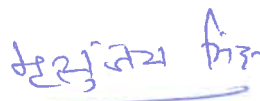
S. No.	Name of the Position	No. of Position	Educational Qualification	Experience	Job Profile	Age Limit	Emoluments (Monthly)
1.	Resource Person (Legal) Through Walkin Skill test/ interview	01 (One)	Essential: LLB (From recognized university/ institute) Desirable: i. LL.M. ii. 5-year integrated LLB (From recognized university/ institute)	At least two year post qualification experience in Legal matters having excellent hands-on in Legal Research, drafting of Petitions, Counter Affidavits, etc. Candidate must possess excellent computer skills of typing, MS-office, use of internet, search tools etc. Experience of working in Govt/Statutory Bodies will be an added advantage.	Drafting of Petitions, Counter Affidavits, handling legal database and any other task allotted by the senior officers in NFRA.	Up to 30 Years (as on date of publication of advertisement)	In the range of Rs. 40,000/- to Rs. 50,000/- (Depending upon the qualification and experience)

2. Selection Process:

- (i) Selection of a candidate for appointment to the above-mentioned engagement will be based on the performance of the candidates in the Skill Test and interview and subject to document verification. Skill test may include drafting of any legal document, interpretation of any statute/legal provision/ summarizing of court's judgement etc.
- (ii) Eligible candidates will be allowed to appear for skill test and interview.
- (iii) The offer of appointment for the selected candidate will be subject to verification of original certificates/testimonials at the time of interview and completeness of other formalities.

3. Terms and Conditions:

- (i) The assignment will be on full-time basis for initial period of six months from the date of joining in NFRA and accordingly Resource Person will not be allowed to take up any other assignment during the period of engagement with the Authority. The contract shall be terminated automatically on expiry of this period of six months, without any separate intimation. However, the competent authority reserves the right to extend the contract for any further period as deemed fit, subject to willingness of Resource Person for further continuation and also subject to fulfillment of other requirements.
- (ii) The Remuneration mentioned above is consolidated salary. The selected candidate will not be paid any other financial benefits like Medical, HRA, Transport etc. except the consolidated salary.


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- (iii) In event of any information furnished by applicants to NFRA is found false or incorrect or not satisfying the prescribed eligibility criteria, his/her candidature is liable to be cancelled/rejected at any stage even after engagement and action as deemed fit may be taken by NFRA at his risk and cost.
- (iv) In case of non-compliance of any of the terms and conditions of NFRA, the authority shall have the right to take any action against the applicant at any stage as deemed fit at his risk and cost.
- (v) Resource Person shall not undertake any assignment in NFRA involving investigation/examination of any case or any organization with whom he has been presently associated or has remained associated in past in any manner. In case any such assignment is given to him in NFRA, he shall bring it to the notice of his superiors in NFRA and request them to change the assignment allocated to him.
- (vi) The performance of Resource Person vis a vis the work assigned will be continuously monitored by the respective controlling officers and the output of the consultant is required to be in line with the specific targets assigned from time to time. Non/below par performance will be viewed very seriously and may result in termination of the contract of Resource Person.
- (vii) Resource Person will be entitled to four (04) days' casual leave during his tenure on pro-rata basis. Resource Person will not be entitled to the remuneration in case of absence/leave beyond the prescribed four days of casual leave during his tenure, or pro-rata leave, as the case may be. The competent authority will be at liberty to terminate engagement forthwith without any notice in case of absence from duty without intimation for a period of 15 days beyond entitled leave (four days during his tenure or pro-rata leave) during his tenure in Authority.
- (viii) During the period of assignment with the Authority, it is likely that Resource Person may come across certain information of important/secret/confidential/restricted nature. Resource Person shall not divulge any information which would be available with him or gathered by him during the period of your assignment with the Authority or that may come to his/ her knowledge by any other means, to anyone in any manner.
- (ix) At the time of leaving / relieving from NFRA, Resource Person will have to return all materials and files / data / passwords and any other documents/information in his possession in any form, whether physical or in soft copy, etc..
- (x) Resource Person shall not, except with the previous sanction of the Authority or in the bona-fide discharge of his/her duties, publish a book or a compilation of articles or participation in a radio/electronic media broadcast or contribute an article or write a letter to any newspaper or periodical, either in his/her own name or anonymously or pseudonymously or in the name of any other person.
- (xi) No TA/DA will be reimbursable to Resource Person towards any expenditure incurred by Resource Person in connection with his attending the skill test/ interview/ joining the Authority.
- (xii) The assignment with the Authority will be purely on contract basis and will not confer any right for permanent absorption or appointment on regular basis in the Authority.
- (xiii) Resource Person will have to furnish a notarized declaration of confidentiality and secrecy at the time of joining as per format provided by NFRA.
- (xiv) Resource Person may resign from his engagement in NFRA by serving a notice period of 30 days or by paying one month's remuneration in lieu thereof.
- (xv) NFRA reserves the right to terminate engagement at any time without assigning any reason following a notice period of 30 days or by paying remuneration of 30 days in lieu thereof.
- (xvi) Resource Person shall **not** advertise or otherwise make public for purposes of Commercial Advantage (anywhere including on social media) that he/she has, or has had, a contractual relationship with NFRA in any manner whatsoever, use the name, emblem, or official seal of NFRA, or any abbreviation of the name of NFRA, in connection with its business or otherwise, without the written permission of NFRA, while working with NFRA and after termination/ completion of his/her assignment in NFRA.
- (xvii) In the case of any legal dispute, the jurisdiction shall be Delhi.

Handwritten signature
15/6/223

राष्ट्रीय वित्तीय रिपोर्टिंग प्राधिकरण
NATIONAL FINANCIAL REPORTING AUTHORITY (NFRA)

7-8th Floor, Hindustan Times House, KG Marg, New Delhi-110001

Format of application for Resource Person (legal) in NFRA



1. Name in full: _____

2. Date of Birth : _____

(b) Age as on (date of publication of advt.) _____ Years _____ Months _____ Days

3. Gender (Male/Female /Other): _____

4. Nationality: _____

5. Address for Correspondence: _____

Pin Code _____

6. Permanent Address: _____

Pin Code _____

7. (a) Mobile No. _____ (b) Email ID. _____

8. Particulars of all examination passed, and degree and technical qualifications obtained commencing from School Board or equivalent examination: (Please attach separate sheet, if required. Please also attach a copy of degree, marksheet and certificate of the relevant professional institute in support of educational qualification)

Sr. No.	Examination /Degree	University/Board	Year of Passing	%age of marks	Subjects

9. Work Experience in chronological order : (Please attach attested copies of the experience certificate)
 (Please start with the Latest)
 (Please attach separate sheet, if required).

Sr. No.	Name of employer	Post held	Period (with from & To dates mentioned)*	Last Salary Drawn	Nature of Work / duties	Annexure no. of this application in support of said experience**

Total Experience in Years and months:*** _____

10. Working knowledge of computer: (Yes/No): _____

11. Any Other relevant info: _____

* Experience will be counted post Essential Education qualification only
 **In case of Self-employed, enclosed undertaking to that effect.
 *** Add length of experience for only those experiences for which supporting documents are attached.

12. Documents to be attached

- (i) Marksheet of Class Xth.
- (ii) Marksheet of Class XIIth.
- (iii) Qualification Degrees / Certificates & Final consolidated Mark sheet clearly mentioning aggregate percentage or CGPA as per requirement for the post applied. If in case CGPA is awarded by the University instead of percentage then CGPA to % conversion formula certificate issued by the concerned University/Institute is also required.
- (iv) Duly filled-in application with Self-attested experience certificates (including the Experience letter from the current place of working)
- (v) Aadhar Card

13. Undertaking:

- (i) I have gone through the “Term & Conditions” provided in the engagement notice and shall abide by the same.
- (ii) It is also certified that all the information furnished above by me is true, complete, and correct to the best of my knowledge and belief.
- (iii) I have submitted only one application for the said engagement notice.
- (iv) Further, I have never been debarred by any organization for any illegal activity during my education/ service.
- (v) I understand that in the event of any information found false /incorrect /suppressed or any ineligibility being detected before or after the test/interview/selection, my candidature is liable to be canceled/my services are liable to be terminated and no correspondence will be entertained by NFRA in this regard.
- (vi) I understand that NFRA has the right to accept or reject the application without assigning any reason thereof. NFRA has full right not to fill any position advertised through this mode.

Place:

Name:

Date:

Signature:

-For Office Use Only-

Place:

Signature and Name of Verifying Officer

Date: