

**OFFICE OF DISTRICT & SESSIONS JUDGE-CUM-
CHAIRMAN, DISTRICT LEGAL SERVICES
AUTHORITY, Palwal**

ADVERTISEMENT

Applications are invited for one post of Child Counsellor in District Mediation and Conciliation Centre of District Legal Services Authority, Palwal, purely on a contractual basis.

Eligibility Criteria: As per norms prescribed by NALSA/HLSA.

Important Instructions:

- The number of posts may increase based on future requirements.
- The engagement shall be purely on a contractual basis and may be extended or terminated as per guidelines.
- The application form, duly filled and signed, along with self-attested copies of all relevant documents, must reach the office of the District Legal Services Authority, Palwal, latest by 13.06.2025 (before 5:00 p.m.).
- Applications received after the due date and time shall not be considered.

The detailed notification, eligibility conditions and application format are available at the office of the District Legal Services Authority, Palwal, official website of District Courts, Palwal i.e. <https://palwal.dcourts.gov.in/>

Sd/-
District & Sessions Judge-cum-Chairman,
District Legal Services Authority,
Palwal .

Terms & Conditions/Qualification for empanelment of Child Counsellor is as under:

Sr. No.	Nomenclature of the post	Qualification and Experience	Age	No. of Counsellors to be engaged	Honorarium
1	Child Counsellor	Master's Degree in Sociology/Social Work/Psychology. (Preference shall be given to law graduates who have requisite experience of working with NGOs and in the field of Child and matrimonial counseling.	Not exceeding the age of 62 years, subject to condition of upper age limit be relaxed by the Competent Authority in case deserving candidate.	1(One)	Rs.2,000/- per sitting (Subject to 30 sitting per month)

WORK PROFILE OF CHILD COUNSELLOR

The Child Counsellor would do counseling of children and parents in matters of custody including joint custody/shared parenting. The Child Counsellor would assess whether the parents will be able to co-operate and generally agree concerning important decisions affecting the welfare of the child. He/She would also assess whether each of the parents is willing and able to facilitate and encourage a close and continuing relationship between the child and the other parent. The Child Counsellor would also assess whether the parents are able to jointly design and implement a day to day care-plan that fosters stability. The Child Counsellors would also assess the child's existing relationship with each parent, siblings and other persons who may significantly affect the child's welfare. He/She would also do counseling of children in cases/matters affecting the children.

SELECTION CRITERIA

Selection shall be made on the basis of interview/interaction. Knowledge, experience and expertise in relevant field shall be assessed during the course of interview/interaction. The District Authority shall reserve the right to shortlist the applications on the basis of the criteria fixed by the Authority.

HOW TO APPLY:-

The Candidates are required to submit their application form to the office of Secretary, District Legal Services Authority, Palwal. The addresses of the office of Secretary, District Legal Services Authority, Palwal is as under:-

**District Legal Services Authority,
ADR Centre, District Courts Complex,
Palwal.**

Helpline : 01275-298003

Email : palwaldlsa1@gmail.com

Note:-

The candidates are requested to submit the application form (Annexure A) along with the attested copies of documents from Gazetted Officer i.e. ID Proof, Proof of Date of Birth, Certificates of Educational Qualification, Matric and above, Experience certificates and other relevant documents relied upon.

AGE:-

A candidate must not exceed the age of 62 years as on the last date of receipt of application and must be a citizen of India. However, the condition of upper age limit may be relaxed by the competent authority in case of deserving candidate.

Last date to apply:

The last date for submission of application is 13.06.2025 till 05.00 PM

Note: Any application received after the last date shall not be entertained under any circumstances. The office of District Legal Services Authority shall not be responsible for any kind of delay including of postal/courier services.

IMPORTANT INSTRUCTIONS

1. No TA/DA will be payable to the candidates for appearing in the interaction/interview.
2. All announcements regarding the empanelment process will be made on the official website of the District Judicial Court, Palwal as well as through the office of District Legal Services Authority, Palwal.
3. The candidates are advised to keep on visiting the official website of the District Judicial Court of the District Palwal and also to get in touch with the office of the District Legal Services Authority, Palwal.
4. Offices of the District Legal Services Authority, Palwal shall not be responsible for any kind of lapse on the part of candidate as to missing any information posted by the authority regarding empanelment related announcements.

DOCUMENTATION

The self attested copies of documents i.e. ID proof, date of birth, all certificates of educational qualification/Experience and other certificates relied up are to be attached with the application form.

APPLICATION FOR EMPANELMENT OF CHILD COUNSELLOR**APPLICATION FORM**

Application No.: _____ (For office use only)

District: _____

Photograph

1	Name			
2	Father's/Husband's Name			
3	Date of Birth (Along with proof)			
4	Age as on date of 01.04.2025			
5	Permanent Address and Home District			
6	Correspondence Address			
7	Mobile No. and Email Id			
8	Education Qualification:			
Sr. No.	Degree/Course	Name of Board/University/Institute	Year of Passing	Obtaining percentage (Aggregate)
1				
2				
3				
4				
5				
9	Experience (If any)			
10	Identity proof (AADHAR/PAN)			
11	Present Occupation			
12	Nationality/Gender			
13	Religion			
14	Any other accomplishment(s), the candidate may like to inform			
15	Whether any Criminal case has been registered against the applicant? If Yes, the details thereof			
16	Whether the applicant has ever been charge-sheeted for any criminal offence or in any departmental proceedings? If Yes, the details thereof			
17	Whether the applicant has been convicted by any competent Court for any criminal offence? If yes , the details thereof			
18	Does the applicant has other than one living spouse			
19	Does the applicant attract any of the disqualification listed in the vacancy circular?			

List of the Documents to be attached:

- Attested copies of documents in support of educational qualifications from Gazetted Officer
- Attested copies of documents in support of identity proof (AADHAR/PAN) from Gazetted Officer.
- Attested copies of documents in support of date of birth from Gazetted Officer.
- Attested copies of documents in support of Experience from Gazetted Officer.
- Attested copies of any other relevant document in support of his/her application from Gazetted Officer.

Place:

(Signature of the Candidate)

Date:

I undertake that I have not concealed any material information. I further undertake that in case at any stage, I have been found guilty of concealing any material information, my candidature/subsequent empanelment be cancelled with immediate effect.

(Signature of the Candidate)