OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY
Andaman & Nicobar Islands
Email: dlsainandamanportblair@gmail.com

Dated: 09.10.2025

VACANCY NOTICE

District Legal Services Authority Andaman & Nicobar Islands invites offline applications for contractual engagement under the Legal Aid Defense Counsel System LADCS for two years, extendable on satisfactory performance. Detailed vacancy list, qualifications, duties, remuneration and application proforma are available on https://southandaman.dcourts.gov.in. Last date for submission is 24.10.2025 before 5:00 PM. Submit application to: The Secretary, District Legal Services Authority, ADR Building, Opp: District Court, Port Blair.

- **Posts and Vacancies**

  1. **Chief Legal Aid Defense Counsel** — 1
  2. **Deputy Legal Aid Defense Counsel** — 3
  3. **Assistant Legal Aid Defense Counsel** — 7 (South Andaman 4; North & Middle Andaman 2; Car Nicobar 1)
  4. **Office Assistants / Clerks** — 3
  5. **Receptionist-cum-Data Entry Operator (Typist)** — 3
  6. **Office Peon (Munshi/Attendant)** — 3

- **Key Qualifications**

  1. Chief Counsel: Minimum 10 years practice in criminal law; leadership, trial experience (preferably 30+ Sessions trials); good communication; computer knowledge desirable.
  2. Deputy Counsel: Minimum 7 years practice; strong criminal law experience; trial handling (preferably 20+ Sessions trials); IT proficiency.
  3. Assistant Counsel: 0–3 years practice; good legal research, communication and IT skills.
  4. Office Assistants / Receptionists: Graduation; word processing and typing skills; data entry proficiency.
  5. Office Peon: 10th Pass.

- **Important Roles**

  1. Conduct trials, appeals, bail matters, remand hearings and prison visits; legal research; client consultation; case file maintenance; office administration and clerical support; data upload to NALSA portal; reception and telecommunication duties; general office services.

- **Remuneration**

  1. Chief Legal Aid Defense Counsel: ₹70,000 per month
  2. Deputy Legal Aid Defense Counsel: ₹45,000 per month
  3. Assistant Legal Aid Defense Counsel: ₹30,000 per month
  4. Office Assistant: ₹20,000 per month
  5. Receptionist-cum-Data Entry Operator: ₹18,000 per month
  6. Office Peon: ₹15,000 per month

- **Engagement Terms**

  1. Purely contractual for two years, extendable subject to performance; services may be terminated for breach of duties, misconduct, absence without leave, political activities, unsatisfactory performance or other grounds as per DLSA/SLSA directions.

- **How to Apply**

    1. Download prescribed proforma and read full notification at https://southandaman.dcourts.gov.in.
    2. Submit offline application in the prescribed proforma with required documents to: The Secretary, District Legal Services Authority, ADR Building, Opp: District Court, Port Blair, Andaman & Nicobar Islands.
    3. **Last date:** 24.10.2025 before 5:00 PM.

By order of Hon'ble District & Sessions Judge-cum-Chairman District Legal Services Authority Andaman & Nicobar Islands.

Secretary
District Legal Services Authority
Andaman & Nicobar Islands