



DISTRICT LEGAL SERVICES AUTHORITY,
KRISHNAGIRI
NOTIFICATION

Applications are invited from the eligible candidates for filling up the following posts on contract basis in Legal Aid Defense Counsel System by District Legal Services Authority, Krishnagiri as per the Tamil Nadu State Legal Services Authority, Chennai communication dated: 20.08.2024 in TNSLSA.No.3910/S3/2022.

Date of Notification	23.08.2024
Last date for Submission of Application	11.09.2024

Name of the Post	Deputy Chief Legal Aid Defense Counsel
No of Posts	02
Salary per Month (In Rs)	Rs.50,000/-
Qualification	<ol style="list-style-type: none">1. Practice in Criminal Law for at least 7 years.2. Excellent understanding of Criminal Law.3. Excellent oral and written communication skills.4. Skill in legal research, Thorough understanding of ethical duties of Defense counsel.5. Ability to work effectively and efficiently with others.6. Must have handled at least 20 Criminal trials in Sessions Court,7. IT Knowledge with proficiency in work.

Name of the Post	Assistant Legal Aid Defense Counsel
No of Posts	05
Salary per Month (In Rs)	Rs.30,000/-
Qualification	<ol style="list-style-type: none">1. Practice in Criminal Law from 1 to 3 years.2. Excellent oral and written communication skills.3. Thorough understanding of ethical duties of Defense counsel.4. Ability to work effectively and efficiently with Others.5. Excellent writing and research skills.6. IT Knowledge with proficiency in work.

Name of the Post	Office Assistant / Clerk
No of Posts	01
Salary per Month (In Rs)	Rs.20,000/-
Age Limit	18 - 32
Qualification	1. Graduation. 2. Basic word processing, skills and the ability to operate computer. 3. Typing speed of 40 WPM. 4. Ability to take dictation and entering data. 5. File maintenance and processing knowledge.

Name of the Post	Office Peon (Munshi /Attendant)
No of Posts	02
Salary per Month (In Rs)	Rs.14,000/-
Age Limit	18 - 32
Qualification	1. Pass 8 th or 10 th Standard 2. Ability to cleaning and to do hospitality related works. 3. Cleaning the office before the commencement of office hours. 4. Any other work assigned by Legal Services Authority.

Procedure For Selection:

Legal Aid Defense Counsels and other posts shall be engaged;

1. On contract basis in district initially for a period of two years with a stipulation of extension on yearly basis on satisfactory performance.
2. Selection of Chief Legal Aid Defense Counsel, Deputy Chief Legal Aid Defense Counsel, and Assistant Legal Aid Defense Counsel will be based on merit, taking into account of the years of practice, Handling of criminal cases in sessions courts, Legal knowledge, writing skills of candidates.
3. The selection of Receptionist Cum Data Entry Operator, Office Assistant, and Office peon will be based on merit, taking into account the educational Qualification, Computer knowledge, skills and experience of candidates.
4. The selection shall be carried out by selection committee under the Chairmanship of the Principal District & Sessions Judge (Chairman, DLSA) as envisaged in NALSA (free and competent Legal Services) Regulations 2010, subject to final approval by the Executive Chairman, TNSLSA.

Code of Ethics:-

Personnel engaged in the office of Legal Aid Defense Counsel shall observe the following conditions/code of ethics:

1. No Personnel within the office of Legal Aid Defense Counsel shall not engage in any outside activity or act as an independent practitioner.
2. No personnel shall not act in any matter in which he/she has a direct or indirect personal or financial interest.
3. No personnel shall not willfully disclose or use, whether or not for the purpose of pecuniary gain, any information that he/she obtained, received or acquired during the fulfillment of his/her official duties and which is not available to members of the general public.
4. No personnel within the office of Legal Aid Defense Counsel shall not make use of his/her office or employment for the purpose of promoting or advertising any outside activity.
5. No personal within the office of Legal Aid Defense Counsel shall engage in any outside activity or act as an independent practitioner.
6. No personnel within the office of legal Aid Defense Counsel shall solicit, agree to accept or accept, whether directly or indirectly, any gift, favour, service or other thing of value under circumstances from which it might be reasonably inferred that such gift, service or other things of value was given or offered for the purpose of influencing him/her in or rewarding him/her for the discharge of his/her official duties.
7. Legal Aid Defense Counsel shall devote his/her full time to his/her duties for the office of the Legal Aid Defense Counsel and shall not engage in private practice of law during the term of Employment.
8. Every personnel of the office of Legal Aid Defense Counsel shall drive to preserve the public's confidence in the office's fair and impartial execution of its duties and responsibilities.
9. Legal Aid Defense Counsel shall also follow the code of ethics prescribed by the Bar Council of India for lawyers.

Termination of Services:-

Services of any human resource / staff including legal aid defense counsel engaged in the office of Legal Aid Defense Counsel can be terminated at any time, without any prior notice in the following cases:

1. He/she substantially breaches any duty or service required in the office.
2. Seeks or accepts any pecuniary gains from the legal aid seekers or beneficiary or his friend or relatives.
3. Charged or convicted for any offence.
4. Indulges in any type or political activities.
5. Found incapable of rendering professional services of the required standards.
6. Failure to attend training programs without any sufficient cause.
7. Indulges in activities prejudicial to the working of legal aid Defense counsel office.

8. Using his/her position in legal aid defense counsel office to secure unwarranted privileges or advantages for him/herself for others.
9. Acts in breach of code of ethics.
10. Remains absent without leave for more than Two Weeks.

Other Conditions:

1. The application format for the above post are available in the District Court official website <https://districts.ecourts.gov.in/Krishnagiri> (official website).
2. The application format shall be downloaded from the official website and filled application shall reach the office on or before 11.09.2024.
3. The Advocates applying for the post of Chief Legal Aid Defense Counsel, Deputy Legal Aid Defense Counsel, and Assistant Legal Aid Defense Counsel shall also furnish experience certificate issued by concerned Bar Association. (Annexure A) and List of Sessions Cases handled by the candidates to be enclosed as per annexure 'B'.
4. The applicant shall furnish the Self attested certificates through which he/she claim his/her qualification to the post of applied.
5. The applicant shall submit separate application for each post if he/she willing to apply for more than one post.
6. The application without supporting certificates for minimum qualification will be rejected summarily.
7. Candidature of a applicant will be rejected if it is found that the information furnished by him/her are false.
8. The Selection is subject to approval of the Hon'ble Executive Chairman, Tamil Nadu State Legal Services Authority, Chennai.

All the Applications, with passport size photos affixed and duly self attested on the right margin of the application, in the space provided, as mentioned should be submitted along with self attested copies of all the testimonials, certificate and shall sent *through the post (or) in person* so as to reach the office of “**The Chairman / Principal District Judge, District Legal Services Authority, Combined Court Campus, Krishnagiri – 635002**” on or before **11.09.2024 at 05.30 P.M.**

The applications received after the last date will not be entertained under any circumstances.

All communications regarding the selection process will be published only in E-Court Krishnagiri website. A separate communication letter will not be sent to the applicants.

Sd. XXXXX

**Chairman / Principal District Judge (FAC),
District Legal Services Authority,
Krishnagiri.**

DISTRICT LEGAL SERVICES AUTHORITY,

KRISHNAGIRI

**Application for the post of Deputy Chief Legal Aid Defense Counsel and
Assistant Legal Aid Defense Counsel**

APPLICATION FOR POST OF

Deputy Chief Legal Aid Defense Counsel

(or)

Assistant Legal Aid Defense Counsel

(Select any of the above mentioned post)

Self Attested Passport Size Photo of the Applicant

1	Name of the applicant (in English) as per the certificate.	:			
2	Name of the Father/Husband	:			
3	Date of Birth	:	DD	MM	YYYY
4	Sex	:			
5	Bar Council Enrollment No	:			
6	Date of Enrollment	:			
7	1.Educational Qualification (self attested copy of certificate to be enclosed)	:			
	2. Addl. Qualification if any (self attested copy of certificate to be enclosed)	:			
	3. IT knowledge with proficiency in work (Deputy Chief Legal aid Defense counsel and Assistant Legal Aid Defense Counsel),	:			
8	Bar Experience (Certificate as per annexure A to be enclosed).	:			
9	Number of criminal cases handled by the applicant before sessions court (to be filed for Deputy Chief Legal Aid Defense counsel) (List as per annexure 'B' to be enclosed)	:			

10	Community(tick relevant community) (copy of certificate to be enclosed)	:	OC	BC	MBC	SC	ST	Others
11	Computer knowledge (Operating)	:	Yes			No		
12	Nationality/Religion.	:						
13	Native Place	:						
14	Whether the applicant married	:	Yes			No		
15	Permanent Address	:						
16	Mobile Number & E-mail Id	:						
17	Experience, certificates attached	:	Yes			No		
18	Is the applicant punished in any criminal case?	:	Yes			No		
	If, so give details.	:						
19	Is there any civil/criminal case pending against the applicant. If yes state the particulars.	:	Yes			No		
20	Is there any spouse / relative working in this Judicial Department / legal services authority, if it is so furnish the details.	:						
21	Already in Legal Aid Panel if yes, Mentioned the Empanelment Year	:						
22	No. of enclosures	:						

I declare that all the details furnished above are true to the best of my Knowledge.

Place:

Signature of the applicant

Date:

Annexure A

Certificate of experience at the Bar Character and Conduct.

This is to certify that Mr / Mrs /Ms ----- S/o, D/o, W/o-----
----- has been practicing as advocate in the Sessions Courts at Krishnagiri District
since ----- (Year) He / She has completed ----- years of practice as on
----- His / Her Character and Conduct are -----

Place:

**Precedent / Secretary
Bar Association**

Date:

Annexure B

Details of Criminal trail conducted by candidate before Sessions Courts

S.No	Case No	On the file of	Pending / Disposal

I hereby certify that above particulars are true to the best of my knowledge and belief.

Further I hereby certify that I am in continuous practice for the past ----- year.

Place:

Signature of the Candidate

Date:

DISTRICT LEGAL SERVICES AUTHORITY,

KRISHNAGIRI

**Application for the post of Office Assistant Office Assistant / Clerk and
Office Peon (Munshi / Attendant)**

Application for post of

Office Assistant / Clerk

(or)

Office Peon (Munshi/Attendant)

(Select any of the above mentioned post)

Passport
size Photo to
be affixed

S.No	Particulars	Details
1	Name of the Applicant	
2	Name of the Father/Husband	
3	Date of Birth	
4	Gender	
5	Educational Qualification	
6	Technical Qualification	
7	Community & Religion	
8	Driving License	
9	Permanent Address	
10	Address for Communication	
11	Details of the Certificate enclosed	
12	Mobile No	
	Email ID:	

I declare that all the details furnished above are true to the best of my Knowledge.

Signature of the Applicant with date

மாவட்ட சட்டப்பணிகள் ஆணைக்குழு, கிருஷ்ணகிரி

விண்ணப்ப படிவம்

பாஸ்போர்ட்
அளவு
புகைப்படம்

அலுவலக பணியாளர் / எழுத்தர்

(அல்லது)

அலுவலக உதவியாளர் (மசால்சி அல்லது அட்டிடண்டர்)

(மேற்கண்ட பணிகளுக்கு பணியாளர்கள் ஏதேனும் ஒன்றை தேர்வை செய்யவும்)

வ.எண்	பெயர் விலாசம்	தேவைப்படும் தகவல்கள்
1	விண்ணப்பதாரரின் பெயர்	
2	விண்ணப்பதாரரின் கணவர் / தகப்பனார் பெயர்	
3	பிறந்த தேதி	
4	பாலினம்	
5	கல்வித் தகுதி	
6	சிறப்பு கல்வித் தகுதி	
7	சாதி மற்றும் மதம்	
8	ஓட்டுனர் உரிமம்	
9	நிரந்தர முகவரி	
10	தொடர்புக்கான முகவரி	
11	இணைக்கப்பட்டுள்ள சான்றிதழ்களின் விபரம்	
12	கைப்பெசி எண்	
13	மின்னஞ்சல் முகவரி	

நான் மேலே குறிப்பிட்டுள்ள விபரங்கள் அனைத்தும் உண்மையானவை என்று உறுதி கூறுகிறேன்.

விண்ணப்பதாரரின் கையொப்பம் தேதியுடன்