



## District Legal Services Authority, East Garo Hills District, Williamnagar.

No. EGH/DLSA/12/2024/95

Dated Williamnagar the 10<sup>th</sup> March, 2025.

### ADVERTISEMENT

The District Legal Services Authority, East Garo Hills District, Williamnagar will hold a **Walk-In – Interview** for appointment on contractual engagement (initially for 1 year) in the following post in the Office of the Legal Aid Defense Counsel System under District Legal Services Authority, East Garo Hills District, Williamnagar.

Sl No.	Name of the Post	No. of Post	Selection Criteria and date of interview	Honorarium	Qualification
1	Deputy Chief Legal Aid Defense Counsel	1	<b>Walk-in-Interview</b> <b>Date :- 18.03.2025</b>  <b>Time :-</b> <b>10:30 Am</b>  <b>Venue :-</b> <b>Conference Hall,</b> <b>District &amp;</b> <b>Sessions Court</b> <b>premises, East</b> <b>Garo Hills</b> <b>District,</b> <b>Williamnagar</b>	Rs. 35,000/-	<b>Qualification :</b>  i. Practice in criminal Law at least 7 years.  ii. Excellent understanding of Criminal Law.  iii. Excellent oral and written communication skills.  iv. Skill in Legal research.  v. Thorough understanding of ethical duties of defense Counsel.  vi. Ability to work effectively and efficiently with others.  vii. Must have handled at least 20 criminal trials in Sessions courts, maybe relaxed in exceptional circumstances, by Hon'ble Executive Chairman, SLSA.  viii. IT knowledge with proficiency in work.  ix. Must be citizen of India.  <b>Work Profile</b>  i. Conducting trials/ Appeals/ Remand work/ Bail applications/ visits to prisons etc., as assigned by Chief

					<p>Legal Defense Counsel.</p> <p>ii. Filing and arguing appeals and Bail applications in courts.</p> <p>iii. Maintaining complete case files.</p> <p>iv. Doing legal research in Legal aided cases and guiding assistant Legal Aid Defense Counsel and law students attached with the office in Legal research.</p> <p>v. Proper client interviews at various stages for quality research work and representation at remand, trial and appellate stages.</p> <p>vi. All or any of the work of the Chief Legal Aid Defense counsel as per assignment.</p> <p>vii. Any other work/duty assigned by the Legal Services Authority.</p>
2	Assistant Legal Aid Defense Counsel	1	<p><b>Walk -in- Interview</b></p> <p><b>Date :- 18.03.2025</b></p> <p><b>Time :- 10:30 AM</b></p> <p><b>Venue :- Conference Hall, District &amp; Sessions Court premises, East Garo Hills District, Williamnagar</b></p>	Rs. 20,000/-	<p><b>Qualification:</b></p> <p>i. Practice in criminal Law atleast from 0 to 3 years</p> <p>ii. Good oral and written communication skills.</p> <p>iii. Thorough understanding of ethical duties of defense counsel.</p> <p>iv. Ability to work effectively and efficiently with others.</p> <p>v. Excellent writing and research skills.</p> <p>vi. IT knowledge with proficiency in work.</p> <p>vii. Must be a citizen of India.</p>

				<p><b><u>Work Profile</u></b></p> <p>i. Filing of cases, conducting trials in Magistrate trial cases.</p> <p>ii. Remand/ Bail and other miscellaneous work.</p> <p>iii. Legal research in Legal aided cases.</p> <p>iv. Visits to prison and legal aid clinics as per direction.</p> <p>v. Providing assistance at pre arrest stage to suspects.</p> <p>vi. Assisting the Chief Legal Aid Defense Counsel and Deputy Legal Aid Defense counsel in conduct of Legal Aid cases.</p> <p>vii. Assisting in developing a defense strategy after sifting through all of the evidence collected by the prosecution and after hearing the accused's version of what happened during the alleged crime in question.</p> <p>viii. Visiting locations/ area of alleged crime, having discussions with family members etc, for effective and meaningful input of defense strategy.</p> <p>ix. Handling queries of Legal aid seekers.</p> <p>x. Updating legal aid seekers about the progress of their cases.</p> <p>xi. Assisting in maintaining complete files of legal aided cases.</p> <p>xii. Handling legal queries relating to criminal matters on telephone.</p> <p>xiii. Any other work related to legal aid assigned by Chief Legal Aid Defense Counsel.</p> <p>xiv. Any other work/duty assigned by Legal Services Authority.</p>
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## INSTRUCTIONS

Candidates are required to submit their application in the prescribed Form/ Standard Form available in the Front Office along with the following documents on the date of interview.

a. Self attested copies of all certificates/ marksheets and all other supporting documents in support of age, educational and other qualifications, etc.

b. Two self attested passport size photograph.

c. All Advocates appearing for the interview should bring their Certificates of Enrolment issued by the Bar Council under the Advocates Act., 1961, Certificates of Practice etc. for verification during the time of the interview.

d. Candidates must mention their phone no. and email id in the application form.

- Demand draft of Rs. 250/- ( Rupees two hundred and fifty) only drawn in favour of District Legal Services Authority, Williamnagar being the application fees for Deputy Chief Legal Aid Defense Counsel and Assistant Legal Aid Defense Counsel.
- Registration of applicants will be conducted on the said date of walk – in – interview from 9:30 AM to 10:30 AM failing which their candidature will not be entertained.
- Applications after the specified time of registration will not be accepted.
- Original certificates and all other supporting documents will be verified/ scrutinized at the time of interview.
- The application should be addressed to the Secretary, District Legal Services Authority, East Garo Hills District, Williamnagar.
- Incomplete applications will be summarily rejected without assigning any reason thereof.
- No. TA/DA will be admissible to the candidates for appearing in any test.
- Canvassing directly or indirectly shall be liable for disqualification of the candidate.
- The decision of the Selection Committee shall be final in respect of any dispute: If any arising out of the recruitment process.
- The District Legal Services Authority, reserves the right to cancel the walk- in -interview at any stage of recruitment process without assigning any reason thereof.
- Applicants are advised to keep track of any updates relating to the interview from the official website of the District Court, Williamnagar.



District & Sessions Judge cum Chairperson,  
District Legal Services Authority,  
East Garo Hills District, Williamnagar  
Dated the Williamnagar 10<sup>th</sup> March, 2025

Memo No. EGH/ DLSA/12/2024/95-A  
Copy forwarded to :-

1. The Member Secretary, Meghalaya State Legal Services Authority, Shillong for information.
2. The President/ Secretary, Williamnagar Bar Association, Williamnagar with a request to inform all the learned Advocates of the Bar Association.
3. System Assistant, District Court Williamnagar with a request to upload this advertisement in the official website.
4. Notice Board.
5. Office File.



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East Garo Hills District, Williamnagar.