



::DISTRICT LEGAL SERVICES AUTHORITY ::
::EAST JAINTIA HILLS DISTRICT:: KHLIEHRIAT::

No.EJH/DLSA/07/2024/42,

Dated Khliehriat, the 30th July, 2025

ADVERTISEMENT

Applications are invited from eligible and interested candidates who are citizens of India having requisite qualification for a “**Walk-in-Interview**” on **12th August, 2025** from **10:00 A.M. onwards** in the office of the District Legal Services Authority, East Jaintia Hills District, Khliehriat, for the post of **Assistant Legal Aid Defense Counsel**, on contractual basis, as per description below:

Name of Post : Assistant Legal Aid Defense Counsel
Number of Post : 1(one)
Honorarium : Rs 35,000/- per month.
Tenure : Initially for 1(one) year, extendable on satisfactory performance.
Application Fee : Demand draft of Rs. 250/- (Rupees Two Hundred and Fifty only) in favour of District Legal Services Authority, Khliehriat being application fees.

JOB PROFILE:

- Filing of cases, conducting trials in Magistrate trial cases
- Remand/bail and other miscellaneous work
- Legal research in legal aided cases
- Visit to prison and legal aid clinics as per directions
- Providing assistance at pre-arrest stage of suspects
- Assisting Chief Legal Aid Defence Counsel and Deputy Legal Aid Defence Counsel(s) in conduct of legal aid cases
- Assisting in developing a defence 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
- Visiting location/area of alleged crime, having discussions with family members, etc. for effective and meaningful input of defense strategy
- Handling queries of legal aid seekers
- Updating legal aid seekers about the progress of their cases
- Assisting in maintaining complete files of legal aided cases
- Handling legal queries relating to criminal matters on telephone
- Any other work related to legal aid assigned by the Chief Legal Aid Defence Counsel as per assignment,
- Any work/duty assigned by Legal Services Authority.

QUALIFICATION -

- Practice in Criminal law from 0 to 3 years.
- Good oral and written communication skills.
- Thorough understanding of ethical duties of defense counsel.
- Ability to work effectively and efficiently with others.
- Excellent writing and research skills.
- IT knowledge with high proficiency in work.
- Must be a citizen of India.

Note:

1. Interested candidates can apply with their detailed resume alongwith self-attested documents and 2(two) passport size photographs.
2. Registration will be conducted on **12th August, 2025 from 9:00-10:00 A.M.** after which their candidature will not be entertained.
3. Candidates should bring their original documents such as Degree certificates, educational qualification certificates, age proof, ST/SC certificates, address proof, Experience Certificate, etc. for verification at the time of the interview.
4. Persons already in employment should bring No Objection Certificate from their current employer.
5. No TA/DA will be given to the candidates attending the interview.
6. The decision of the District Legal Services Authority, East Jaintia Hills District, Khliehriat, as to the result of the walk-in-interview shall be final.
7. The undersigned reserves the right to cancel the walk-in-interview at any stage of recruitment process without assigning any reason thereof.

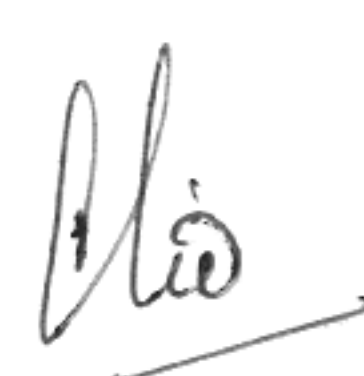

**District and Sessions Judge cum Chairperson
District Legal Services Authority
East Jaintia Hills District,
Khliehriat**

Memo No. EJH/DLSA/07/2024/42-A,

Dated Khliehriat, the 30th July, 2025

Copy to :

1. The Member Secretary, Meghalaya State Legal Services Authority, Shillong for kind information.
2. The President/Secretary, Khliehriat Bar Association for information and to cause wide publicity amongst the members of the Bar.
- ✓ 3. The System Assistant, office of District and Sessions Court, Khliehriat for information and to upload the same in the official website.
4. Office Notice Board.
5. Office Copy.


**District and Sessions Judge cum Chairperson
District Legal Services Authority
East Jaintia Hills District,
Khliehriat**