

## **Consultant – Legal**

### **Qualifications required:**

**Essential:** Minimum qualification of a degree in Law from a recognized University; at least 2 - 3 years Post qualification experience of handling cases partially in District Court and mainly in High Court / Supreme Court.

### **Knowledge and skills:**

- a. Capability to function collaboratively and productively, in multidisciplinary environment
- b. Ability to represent the organization in interactions with Central & State Government, and other stakeholders
- c. Track record of implementing innovative idea and schemes in day to day working.
- d. Ability and willingness to travel extensively.
- e. Interpersonal and management skills with ability to work in a deadline –driven environment.
- f. Possess team working capability
- g. Good Command over MS-Office/ internet
- h. Good communication skills in English and Hindi, both written and verbal.

### **Job Description:**

- a. The Legal Consultant while reporting to Under Secretary level officer will assist Public Health Division in Ministry of Health & Family Welfare/ National Control Cell to give infrastructural support for handling issues related to law and policy to ensure effective implementation of the Laws and Legal Framework in health field and PNDDT.
- b. To assist in drafting of replies to various judicial cases, drafting of Petitions / Applications for filing before court and RTI applications related to PNDDT.
- c. To pro-actively monitor all legal issues and judicial cases in the area of health with focus on PNDDT and assist in briefing the Senior Counsel about the cases.
- d. To maintain follow ups of all cases, cases files and tracking court hearings to ensure timely and effective action.
- e. To collate information on violation under the PNDDT Act and report the same after compiling the data.
- f. To network with related civil society groups and advocating for strong PNDDT act related policies.
- g. To undertake any other tasks and responsibilities assigned by the supervisor.

**No. of Position:** One

**Remuneration:** Commensurate with qualification/ experience

**Period of Contract:** 1 year

**Location:** Delhi

***It is mandatory to mention Age, Year of Passing the Degrees, Percentages / Grades Obtained, Current and Past Employment dates on your resume, without which applications will not be accepted.***

Applications must reach by 4 p.m. on 4-Oct-2014 by email to [consultant.legal.2014@gmail.com](mailto:consultant.legal.2014@gmail.com) or by post / by hand to HR Manager, NHSRC, NIHFV Campus, Baba Gang Nath Marg, Munirka, New Delhi -110 067. Please ensure to mention post applied for, on the envelope (in post) and subject-line (in e-mail), without which applications will not be accepted.