



भारतीय खाद्य सुरक्षा और मानक प्राधिकरण

(खाद्य सुरक्षा और मानक अधिनियम, 2006 के तहत स्थापित एक वैधानिक प्राधिकरण)

(मानव संसाधन विभाग)

एफडीए भवन, कोटला रोड, नई दिल्ली - 110 002

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दिनांक 30.11.2022

EMPLOYMENT NOTICE

It is proposed to engage 02 (Two) Legal Consultant on contract basis, under Legal Cell in Food Safety and Standards Authority of India (FSSAI), an Autonomous body under Ministry of Health and Family Welfare, Government of India for a period of one year initially. The designation, qualification, mode of recruitment, time period for appointment, consolidated remuneration and duties & responsibilities required for the post is shown below.

Sl.No.	Post	Details
1.	Name of the Post/Designation/No. of Post	Legal Consultant - 02
2.	Essential & Preferable Qualification required	<p><u>Essential</u></p> <p>1. Bachelor's Degree in Law of a recognized University established or incorporated by or under a central Act, or a state Act, or any institution for higher education deemed to be a university by the Central Government or any other institution or foreign University approved by the Central Government and at least 07 (Seven) years of experience.</p> <p><u>Desirable</u></p> <p>1. Master's Degree in Law (LLM)/Ph.D. in Law</p>
3.	Age (maximum)	Not more than 55 years of age as on the date of interview.
4.	Mode of Recruitment	Walk in interview

5.	Period of appointment	1. Initially for a period of one year. Extension is only possible considering the workload and efficiency & hard work of the candidate considered. The maximum period of contract shall be three years.
6.	Remuneration (Consolidated Rs.)	1. Rs. 70,000-80,000/- consolidated Per Month depending upon their qualification, experience and assessment/recommendation of the Selection Committee. 2. There shall be 5 % annual increment applicable only if the contract is extended beyond 01 (one) year from the date of appointment in FSSAI. 3. The payment shall be subject to deduction of TDS applicable. Service Tax, if applicable, would be paid extra on actual basis.
7.	Allowances	There will be no separate allowance.
8.	Duties and Responsibilities assigned	1. Drafting of Regulations, Agreements, MoUs, Contracts, Petitions and other legal documents. 2. Render interpretation of legal information, provide legal opinion and advice or any other matter entrusted by the Officer. 3. The candidates must have working knowledge of MS Office, Internet application and tools & enterprises, resources & planning (ERP).

Other Conditions of Engagement

- i. **Working Hours:** Working hours of the Authority is from 9.30 Hrs to 18.00 Hrs. However, in the exigency of work, Consultants may be required to sit late and attend office on Saturdays/Sundays/Holidays. No compensatory leave will be given for attending office on Saturdays/ Sundays/ Holidays. Consultants would be required to compulsorily enrol themselves in Aadhaar based Biometric Attendance System (BAS) and mark their attendance at the time of arrival and departure.
- ii. **Leave:** Paid leave @ 2 days for each completed month, subject to approval of controlling officer. There will be no accumulation of leave beyond a calendar year.
- iii. **Termination:** FSSAI may terminate the contract for engagement as legal consultant at any time under any of the following conditions.
 - (a) Legal Consultant unable to address the assigned works.
 - (b) Quality of output of Legal Consultant not to the satisfaction of the Authority.
 - (c) Legal Consultant failed to do the work within the prescribed time.
 - (d) Legal Consultant lacking in honesty and integrity.
 - (e) Legal Consultant may seek voluntarily cessation of the contract with 30 days' advance notice.

However, the FSSAI reserves the right to terminate the contract at any point of time without assigning reason thereof.

iv. Applicability of Official Secrets Act & other relevant acts/Rules etc.

Legal Consultant will be governed by the Official Secrets Act, 1923 and shall not

disclose any information/data that they may gather by virtue of being legal consultant in FSSAI, to any unauthorised person during or after period of their engagement as Legal Consultant in the Authority. In this regard their attention is also drawn to various Circulars issued by the CVC/other Statutory Bodies under which any misuse of official position makes them accountable and triable under due process of law. Legal Consultant must work and act at all times, in the interest of the Authority and render service with professional integrity, transparency, competitiveness and courtesy.

v. Submission of Files/Cases: Legal Consultants will be required to submit their files/cases through their controlling officer(s).

Note

- i. Candidates, who do not possess the required essential educational qualification and experience at the time of receipt of application, will not be eligible.
 - ii. As per the Ministry of Human Resource Development Notification No. 44 dated 01.03.1955 published in Gazette of India edition dated 08.04.1955, a Degree obtained through Open Universities/Distance Education mode needs to be recognized by the Distance Education Council, IGNOU.
 - iii. All candidates will be required to produce the relevant documents in original or where the original degree has not been awarded, mark sheet and provisional certificate as and when asked for by FSSAI.
 - iv. It is the responsibility of the candidates to provide proof in support of their claim proving any specific course as equivalent to the essential educational qualification prescribed.
- 3.** Candidates fulfilling the requirement of minimum educational qualification and experience may apply on link available on the FSSAI's website (<https://www.fssai.gov.in/jobs@fssai.php>) on or before 31.12.2022. Application received after the last date and found incomplete will be summarily rejected. Applications should be with contact number and email-id. Shortlisted candidates to be called for selection procedure would be informed through e-mail/telephone with a week's notice at least. They are also requested to visit FSSAI's website for any updates.
- 4.** FSSAI may prepare a reserve panel. In case the candidates offered the assignment do not join or leave prematurely after joining, the slots would be filled up by the candidates in the reserve panel. The reserve panel will be valid for one year.
- 5.** The Food Authority reserves the right not to select any candidate or not to prepare a panel of suitable names or to cancel the procedure at any stage without assigning any reasons.

Bipin Parcha

Deputy Director (HR)