



**VASANTRAO NAIK MARATHWADA KRISHI VIDHYAPEETH,  
PARBHANI.**

**ADVERTISEMENT**

No.VNMKV/APD/ /2016

Date : 01 / 04 /2016

Applications in the prescribed format are invited from the Indian citizens Domiciled in Maharashtra from eligible candidates for filling the Post of **Legal Advisor (Law Officer )** on **contractual basis for a period of six month** in **Registrar office, Vasant Rao Naik Marathwada Krishi Vidyapeeth, Parbhani** as per the decision of the Executive Council vide resolution no.13 dated 13.1.2016.

The details of the service, Contract Pay, Period of the Contract, Age Limit, Experience, Educational Qualification, Terms and Conditions, Duties and Responsibilities and Pro-forma of the application are published on the website [www.mkv2.ac.in](http://www.mkv2.ac.in) . Interested candidates are requested to visit the website and send their application forms complete in all respects to Registrar, Vasant Rao Naik Marathwada Krishi Vidyapeeth, Krishi Nagar, Parbhani 431 402 on or before 16 / 04 /2016, Super scribing the envelopes as "Application for the post of Legal Advisor (Law Officer)"

  
Registrar

V.N.M.K.V. Parbhani



**VASANTRAO NAIK MARATHWADA KRISHI VIDHYAPEETH,  
PARBHANI.**

**ADVERTISEMENT**

No.VNMKV/APD/ /2016

Date : 01.04 .2016

Below mentioned post of Legal Advisor is to be filled up on contract basis for Six months in the Office of Registrar, Vasant Rao Naik Marathwada krishi vidyapeeth Parbhani.

Sr. No.	Name of the Post	No. of post
1	Legal Advisor ( Law Officer )	1

Candidates are required to fill up the duly prescribed form in envelope on which the applicant should mention the name of the post on the Right hand side of the envelope in block letters( i.e. Legal Advisor). **The application with requisite information along with supporting documents should be addressed to the Registrar, Vasant Rao Naik Marathwada Krishi Vidyapeeth, krishi Nagar Parbhani – 431 402** and should reach this office on or before 16/04/2016.

The candidate should note that the applications received after 16 / 04 /2016 will not be accepted. Two self addressed envelopes (with postal stamp) should also be enclosed along with the application for correspondence.

The prescribed form is available on University website [www.mkv2.ac.in](http://www.mkv2.ac.in) .

**Monthly Emoluments / perks as per the contract**

For the post of Legal Advisor:

1. Monthly contract emolument is Rs.20, 000/-
2. T.A , D.A and telephone expenses Rs.5,000/-

Total Rs. 25,000/-

Not entitled for any other allowance other than the mentioned allowance.

**Education qualification, Age limit and Experience**

**1) Educational Qualification :**

1. The candidate should have degree of Law from a recognized University and should possess "Sanad"
2. The candidate has given preference that has completed LLM.

**2) Experience :**

1. For the post of Legal Advisor minimum 5 years experience in the profession of Law.
2. The candidate should also have thorough knowledge in subject of law, regarding service matters, administration, crime and all types' law (i.e. Labour law, industrial law etc.) and departmental enquiry proceedings so that he can handle law subjects efficiently.
3. The candidate should have sufficient knowledge of Marathi, Hindi and English language.
4. The candidate should have sufficient knowledge of computer.

**3) Age Limit :**

For the post of Legal Advisor, the candidate should not be more than 45 years of age as on 16 / 04 / 2016

**4) How to apply :**

1. The selection of Legal Advisor ( Law officer ) is under power of University and Hon.Vice – Chancellor is the Appointing / Competent Authority.
2. Prescribed Application Form has been made available on University website. The candidates are informed to get this application form downloaded. Application Form duly filled-in, in all respect along with attested copies of relevant certificates / documents and shall be submitted to the Registrar,VNMKV Parbhani on or before 16.4.2016 by 16.45 hrs.
3. Processing Fees: Non-refundable application for advertised post of Legal Advisor is Rs.200/- ( Rs.Two Hundred only ) for candidates. The application fee should be remitted into the University Bank account i.e.Comptroller,VNMKV,Parbhani. Recruitment Account No.62392522053 IFSC code: SBHY 0020317 state Bank of Hyderabad MKV Branch, Parbhani by Cash or through online from any Nationalized bank. The self attested copy of the counter foil of chalan should be attached with the application form. Application fee in the form of cash, DD or IPO will not be accepted and the application will be rejected. Bank charges if any shall be borne by the candidate.
4. Candidate should submit true copies of their qualification, experience, age, caste, non creamy layer certificates, Caste Validity Certificate etc.
5. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter the university reserves the right to modify / withdraw / cancel the advertisement / appointment without making any communication made to the the candidates.
6. University shall not be responsible for any postal delay.

#### 5) Duties and Responsibilities :

Duties and responsibilities for the post Law Advisor are mentioned below:

1. To give advice in all types of legal / court matter received by the office and also to handle court matters.
2. To make parawise reply / comments in all cases which are against the University
3. To give advices in all types of matters related to services / administration / departmental enquiry, recruitment process, ragging cases, all cases of land related like acquaintation, pension cases and equivalent law pertaining matters and also to handle such matters.
4. To solve and dispose off all types of pending matters related to court by approaching Govt.Pleader / University Pleader frequently and where the Govt.is respondent to give guidance to the officer for preparing an affidavit.
5. To prepare draft for an affidavit and after getting it approved from the concerned officer to submit it in the court within stipulated time.
6. Where the court has issued a verdict against the Govt / University in such cases to study the verdict of the court and accordingly guide the university to take the appropriate action.
7. If the decision has been taken for filling an appeal then prepare the draft for the appeal and after getting approval submit it in the court and try to get it disposed off by approaching govt. / University pleader frequently.
8. The entrusted law matters should be disposed of within a stipulated time.
9. To help the University Officer in pertaining of law matters and give their opinion regarding legal point.
10. To advice the University regarding questioning arising out of exact interpretation of the statute / acts / government rules and regulations.
11. To perform such legal duties / action as prescribed by the university from time to time.

#### 6) Terms and conditions :

1. The person who is appointed for this post shall be on contract basis only. They won't be treated as regular University Officer / Employee.
2. The selected candidate should make the contract in prescribed format on Rs.100/- bond at the time of joining in University.
3. Since the appointment is on contract basis, it will be valid for 6 months only. If it is necessary, the contract shall be extended for another six month's subject to satisfaction of the competent authority.
4. During the period of the contract for six months, the candidate will not take any private work / profession without prior and written permission of the authority. If the candidate denied such permission by the concern authority and if the candidate continues with his private work / profession and if such private work / profession cause obstruction or financial

- losses to the University, the appointment of such candidate will be terminated and he shall be liable for legal actions.
5. Appointment of candidate will be made on the basis of the academic record and interview. Date of interview will be intimated to candidates later.
  6. Candidate will not be paid any travelling allowances for the interview.
  7. Appointed candidate is bound to sign an agreement issued by this office.
  8. The candidates appointed on contract basis will not be paid any other expenses apart from collective emolument.
  9. The candidate should fulfill educational qualification, age limit and experience as mentioned above as on 16 / 04 /2016. Applications received without signature or attested copies of documents will not be accepted. Two self addressed envelopes should be attached (with postal stamp).
  10. The candidate should affix one color photo on Application form and enclose on one colour photo of 2.5 c.m. X 2.5 c.m. size with the application.
  11. Incomplete application or name of the post not mention in the application will not be considered.
  12. If the no. of applications received are more, University reserves the right to short list the candidate by considering the academic record of the respective candidate.
  13. The decision of the selection committee shall be final.

PARBHANI

DATE : 1.4.2016

  
REGISTRAR



**VASANTRAO NAIK MARATHWADA KRISHI VIDHYAPEETH,  
PARBHANI.**

**Application Format For the post of Legal Advisor**

Please affix  
Your recent  
passport size  
photograph  
here.

1. Advertisement Number & Date : -----

2. Post applied for : -----

3. Applicant's full name : -----  
(As given in matriculation certificate) : -----

4. Sex : Male / Female

5. Address for Correspondence : -----  
: -----  
: -----

Telephone Number/Mobile Number : -----

Email : -----

6. Permanent address : -----  
: -----  
: -----  
: -----

7. Date of Birth (In Words) : -----

Date of Birth (In figure) : -----  
: -----

8. Age as on closing Date (ie on ----- ) : Years-----Months-----Days-----

9. Caste category of the applicant: : -----

10. Marital status : married / unmarried (Tick whichever is applicable).

11. Domiciled in the state of Maharashtra : Yes/No (Tick whichever is applicable).

(Continued on next page)

12. Educational Qualification:

(Documents related to educational qualification shall be duly attested.)

Sr. No.	Examination Passed	University/ Board/ Institute	class/percentage/ Grade	Year of Passing	Subject of Specialization (if any)

(Attach separate sheet if required)

12 A. Mention here the Sanad No. ----- Date :     /     /

13. Other Education qualification ( Typing , computers etc.)

Sr. No.	Examination Passed	University/ Board/ Institute	class/percentage/ Grade	Year of Passing	Subject of Specialization (if any)

14. Details of Professional Experience:

(Documents related professional qualification shall be duly attested.)

Sr.no	Name of the court	How many civil or criminal cases handled	How many service matter cases handled	How many labour cases handled in concerned court	How many land acquistation cases handled	Total No.of cases

15. Details of Previous Experience:

Name of the post	Name of the office	Date of Joining	Date of resigned	Reasons of resign

(Continued on next page)

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**Declaration to be submitted by the Applicant**

I shri / smt/ kum.-----hereby solemnly declare that the above information furnished by me is true to the best of my knowledge. I am eligible to the post as per the terms and conditions and educational qualification as mentioned in advertisement. I have no objection if the details submitted by me in the application found to be false and that my application is rejected during selection / appointment. I shall be solely responsible for wrong / false information furnished by me in the application and I shall be liable for legal proceedings against me. I am liable to be unfit if any type of recommendation or endue advantage is found taken by me during the selection process.

Place :

Date :

Applicant's Signature  
(With name and date)

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**-UNDERTAKING  
FORM 'A'**

( See rule 4 )

I Shri./ Smt. .... son/daughter/wife of Shri./ Smt.  
....., Age .....residence of ..... hereby declare as under:-

1. I have Submitted my application for the Post of -----.
2. As on today, I have ..... (No. of children) living children, out of which ..... (No. of children) is/are born after the date of 28/03/2005 (If so, please quote Birth date).
3. I am aware that I will be disqualified for this post, due to having more than two living children after the date of 28/03/2006.

Place:-

Date: -

Applicant's Signature  
(With name and date)

**Enclosed :** Attested photo / Attesed Xerox copy of all the necessary marksheets and certificates / other necessary documents.