



DIRECTORATE OF
FIRE SERVICES, HOME GUARDS & CIVIL DEFENCE,
ODISHA

**ADVERTISEMENT FOR ENGAGEMENT OF LEGAL ADVISOR/CONSULTANT
ON CONTRACTUAL BASIS**

Application hereby invited from the interested Retired District Judge/ Addl. District Judge for engagement of one Legal Advisor/ Consultant on contractual basis under Directorate of Fire Service, Home Guards and Civil Defence, Odisha, Cuttack. Such engagement/appointment shall be governed by the procedure and rules laid down vide Government of Odisha, GA Department Resolution No.23750/Gen dt.27.08.2014 and Home Department letter No.6986/CD dt.19.02.2021. The eligibility criterion, selection procedure, Remuneration & Documents to be submitted along-with the application form are available in www.odishafshgscd.gov.in

Application in the prescribed format duly filled along with self attested required documents to be submitted in a sealed cover super scribed “**APPLICATION FOR THE POST OF LEGAL ADVISOR/CONSULTANT**” addressing to the Director Fire Service, Home Guards & Civil Defence, Odisha, Cuttack through Registered / Speed post on or before 20.06.2022.

Incomplete Applications shall be rejected without any notice. The undersigned reserves the right to cancel or reject any or all the applications without assigning any reason thereof.

Details of the postal address of Directorate Fire Service, Home Guards & Civil Defence, Odisha, e-mail Id, Application Form, Job Chart and relevant Government orders cited above are available in Odisha Fire Service website “www.odishafshgscd.gov.in”

(S. K. Upadhyay, IPS)
D.G. of Police, Fire Service,
Home Guards & Civil Defence,
Odisha, Cuttack.

APPLICATION FORM FOR THE POST OF LEGAL ADVISOR/CONSULTANT (CONTRACTUAL)

Affix
Passport size
recent self
attested
photograph

1. Name of the Applicant :
2. Father's name :
3. Date of Birth :
4. Age as on 01.05.2022
(YY/MM/DD) :
5. Date of Retirement :
6. Post held at the time of Retirement :
7. Pay level under ORSP Rules,
2017 at the time of retirement :
8. Present Address :
9. Permanent Address :
10. Educational Qualifications :
11. Work experience
(may attach separate sheet) :
12. Contact details:

Mobile No. :

E-mail ID :

Place:

Date:

Signature of the candidate



**DIRECTORATE OF
FIRE SERVICES, HOME GUARDS & CIVIL DEFENCE,
ODISHA**

The details regarding application are available in the Directorate FS, HGs & CD website i.e. "www.odishafshgscd.gov.in" having following eligibility criteria.

Sl. No.	Name of the post	Legal Advisor / Consultant
	Eligibility	Retd. Dist. Judge/Addl. Dist. Judge
2.	Remuneration	Remuneration is fixed at Rs.42,000/- per month
3.	Age	Below 65 years as on 01.05.2022
4.	Selection procedure	<p>The selection shall be governed by the procedure and rules laid down vide G.A Department, Resolution No.23750/Gen dt.27.08.2014 and the engagement of Legal Advisor/Consultant shall be made for a period of one year initially and the same may be renewed subsequently on satisfactory performance.</p> <p>The interview will be conducted at Fire Service Hqrs., Cuttack, 3rd Floor, Vigilance Building, Nuapatna, Buxibazar, Cuttack-753001. The date & time will be intimated in due course.</p>
5.	Prescribed Job Chart	<p>A. He will act as Legal Advisor to D.G., Fire Service, Commandant General Home Guards and Director, Civil Defence, Odisha, render guidance and assistance for preparation of para-wise comments/ counter Affidavits in cases filed in different Courts & Tribunals,</p> <p>B. Responsible for ensuring implementation of Judgment and Orders of Hon'ble Court / Tribunals.</p> <p>C. Para-wise comments will be vetted by him and he will assist State Counsels in different cases/ writ petitions/ OA cases in various Courts/ Tribunals.</p> <p>D. Render legal opinion/ advice in preparation of notices and other legal action including sealing of premises and prosecution of offenders as per provisions of Odisha Fire Service Act, 1993 and Odisha Fire Prevention and Fire Safety Rules, 2017.</p> <p>E. Vet all tenders, quotations, advertisements etc. relating to procurement of equipments, vehicles, clothing articles etc. from legal point of view and advice all correspondence and files relating to action under different Laws, Rules, Regulations etc.</p> <p>F. Render assistance in designing courses and</p>

		<p>imparting training pertaining to Law matters in Training Academy/ Institutes of Fire Service organization.</p> <p>G. Discharge such other responsibilities and duties as assigned to him by the D.G. Fire Services from time to time.</p>
6.	Postal Address	O/o Directorate General FS, HGs & CD At-3 rd Floor, Vigilance Building, Nuapatna, Buxibazar, Cuttack-753001
7.	E-mail ID	<u>odishafire-hgs-cd@gov.in</u>
8.	Documents to be submitted	<p>a. Filled application form duly signed by the candidate.</p> <p>b. Certificates in support of educational qualifications.</p> <p>c. Certificates or documents in support of work experience.</p> <p>d. One recent color passport size photograph affixed in the application form.</p>



Administrative Officer
Directorate of Fire Service
Odisha, Cuttack