

A-11019/6/2020-LOKPAL



भारत के लोकपाल  
Lokpal of India

6, Vasant Kunj Institutional Area,  
Phase-II, New Delhi – 110 070  
Dated 02-02-2023

**OFFICE MEMORANDUM**

**Subject: Advertisement for engagement of Young Professionals in Lokpal of India**

Application in the prescribed proforma (as per Annexure I to the advertisement) is invited from eligible persons for engagement as Young Professional in the office of Lokpal of India, New Delhi. The detailed terms and conditions are given as under:

1.	Name of the Position	Young Professional in Office of Lokpal of India New Delhi
2.	Number of positions	2 (two)
3.	Nature of engagement	The engagement will not be a regular appointment but a short-term contractual appointment with a monthly lumpsum payable as honorarium for the period of services rendered.
3.	Period of Engagement	Initially for 1 (One) Year.  Engagement may be extended further for one more year after assessment of performance. However, under any circumstances, this period cannot be extended beyond 2(two) years.
4.	Nature of Duties	The work of Young Professional shall include research and analysis of data and other materials, preparations of reports, status papers, briefs and Minutes of meetings, seminars and workshops; follow up action of meetings etc., preparation of modules for training and any other related work in respect of assigned subjects. It also includes analysis of case laws under the Prevention of Corruption Act, 1988, CVC Act, Delhi Special Police Establishment Act and related statutes, and research on Preventive Vigilance Work that the Lokpal of India can undertake in collaboration with other bodies. The Young Professional may be required to attend meetings, conferences, training programme etc. on behalf of Lokpal of India. The nature of work may be reviewed from time to time as per functional requirements.
5.	Location	Lokpal of India, Plot No.6, Vasant Kunj Institutional Area,

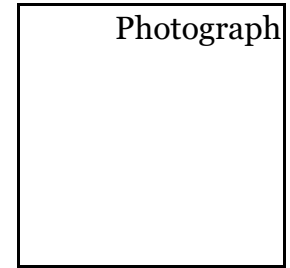
		Phase-II, New Delhi or any other place as assigned by the Office of Lokpal of India
6.	Qualifications/ Criteria	<p><b>Essential :</b></p> <ul style="list-style-type: none"> <li>• Application should be from any citizen of India having Graduate degree in Law with aggregate of not less than 55 % of marks.</li> <li>• The Candidate should have knowledge of Computer Operation.</li> <li>• The candidate should have an academic bent of mind with a keen interest in carrying out Research on issues of corruption in public functionaries, the reasons thereof and the ways to eradicate corruption from the society.</li> </ul> <p><b>Desirable :</b></p> <ul style="list-style-type: none"> <li>• Knowledge of research methodology.</li> </ul>
7.	Maximum Age Limit	32 years at the time of last date of submission of application
8.	Honorarium	Rs.40,000/- (forty thousand only) per month as lump sum. No other allowance will be applicable.
9.	How to apply	<ul style="list-style-type: none"> <li>• Interested applicants may submit application indicating their interest as per format at Annexure- I.</li> <li>• The application should be sent by post or by email, with the subject clearly mentioned in the mail/ envelope i.e., <b>“Application for the Post of Young Professional in Office of Lokpal of India”</b> and addressed to: <p style="text-align: center;"><b>Rajesh Kumar</b> <b>Under Secretary, Lokpal of India</b> <b>Plot No.6, Vasant Kunj</b> <b>Institutional Area, Phase-II,</b> <b>Vasant Kunj,</b> <b>New Delhi 110070</b> <b>Email : lokpal.us@gov.in</b></p> </li> <li>• The applications should include a detailed bio-data listing the educational qualifications of the candidate and their areas of expertise.</li> <li>• Details of past experience, if any.</li> <li>• The application should include the contact details of the candidate, including residential address, email ID and land line and mobile numbers.</li> <li>• Lokpal of India will review the applications as per their terms and conditions of engagement, and will short list the candidates on the basis of academic record.</li> </ul>

		<p>Interview/Personal Interaction may also be conducted.</p> <ul style="list-style-type: none"> <li>● The date, time and venue of the interview/personal interaction, if any, will be conveyed in the Interview call Letter. Candidates will have to make their own arrangements for the interview.</li> <li>● No TA/DA will be payable by the Lokpal of India to attend the interview.</li> <li>● <del>The decision of Lokpal of India in this regard will be final</del></li> </ul>
10.	Other Terms and Conditions:	<ul style="list-style-type: none"> <li>● A Young Professional will be entitled to 15 days leave in a calendar year apart from the Govt. holidays and weekends. The calculation of leave will be 1.25 days leave for each completed month.</li> <li>● The rules of discipline and conduct as applicable to the employees of Lokpal of India shall be applicable to a Young Professional also. This also includes the provisions of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.</li> <li>● At the time of completion of engagement period, the Young Professional has to return all papers, drawings, notes, memoranda, manuals, specifications, designs, devices, documents, diskettes, CD's, DVD's Tapes, and any technical or business information. They are also required to return keys, pass cards, ID Cards or other property belonging to Lokpal of India.</li> <li>● Any dispute, controversy or claim between the parties arising out of the contract, or the breach termination or invalidity thereof, unless settled amicably, shall be referred to the Lokpal of India for arbitration. The Lokpal of India may at his discretion, appoint an arbitrator for the resolution of the dispute. The Award of the Arbitrator shall be final and binding.</li> </ul>

2. Interested candidates fulfilling the eligibility criteria may apply in the enclosed proforma duly signed, and attaching self attested photocopies of the relevant documents in support of their eligibility . The last date for receiving applications is one month from the publication of the advertisement in the website. Applications received after the closing date or without the prescribed documents or otherwise found incomplete or not in the prescribed proforma are liable to be rejected and no correspondence shall be entertained in this regard.

**(Rajesh Kumar)**  
**Under Secretary**  
**Lokpal of India**

**APPLICATION PROFORMA FOR THE POST OF YOUNG  
PROFESSIONAL IN LOKPAL OF INDIA**



1. Name :
2. Date of Birth :
3. Gender :
4. Educational Qualifications :

(Enclose a separate sheet starting from Matriculation with year of passing, Subjects taken, Percentage/Total Marks obtained and Name of School, College, Institution or University and remarks, if any)

5. Mobile No. :
6. Email ID :
7. Details of experience/research activity/achievements/awards in chronological order (Enclose a separate sheet):
8. Details of course/training /internships attended/participated (In a separate sheet):
9. Language known :
10. Additional information, if any, which you would like to mention in support of your suitability for the candidature. Enclose a separate sheet, if need be.
11. Remarks, if any :

(Signature of Candidate)

I/2778/2023

Address:

Date: