

Recruitment of Legal Personnel for Social Welfare and Women Empowerment Department

Position: Legal Personnel

Location: Directorate of Social Welfare, Lady Willingdon College Campus, Kamarajar Salai, Triplicane, Chennai-05

Social Welfare and Women Empowerment department is seeking qualified Legal personnel from a legal firm to provide essential legal services and support for various government initiatives. We invite experienced legal firms to send their portfolio with the details of the person deputing and the previous works of the firm. The legal personnel to assist in the following areas.

Eligibility criteria:

1. Education:

- The firm must depute one member with a Bachelor of Laws (LLB) or any law degree from a recognized institution.
- Involving attorneys must hold valid legal licenses to practice in Tamil Nadu.

2. Experience:

- Minimum of 3 years of experience in providing legal services, preferably in a government or public sector context.

3. Skills:

- Comprehensive understanding of legal principles and government regulations.
- Strong communication skills, both written and verbal.
- Proven expertise in managing legal documents and conducting thorough research.

Duties and responsibilities:

a) To deal all the Court Cases pertaining to the Commissionerate of Social Welfare and Secretary to Government of Social Welfare and Women Empowerment Department.

b) Follow up of the Writ petitions / W.A. /S.L.P filed against Commissioner of Social Welfare and Secretary to Government, Social Welfare and Women Empowerment Department.

c) Help train OSC/HUB staff on social legislations related to Women and Girl Children.

d) Act as an adviser to One Stop Centre and Hub for Empowerment of Women staffs on Social legislations.

e) Preparation and filing of counter affidavit for all the cases and follow up till judgment received.

f) Follow up cases pertaining to Social Welfare Department in the Districts and Mission Shakti schemes.

g) To meet the Honbl'e High courts Law officers like AG, AAG, State G.P, SPP, etc.,

h) To guide to send the reports to Government and to attend the Court Case related meeting.

Monthly salary:

Monthly salary Rs.40,000/- on contractual basis.

How to apply:

Application should be sent via post to "Directorate of Social Welfare, Lady Willingdon College Campus, Kamarajar Salai, Chennai-05".

Last Date:

Last date for the applying is 23.09.2024.