

# Jharkhand Education Project Council (JEPC)

Advertisement No... ME/01/1154/2022/3172

## Recruitment of Law Executive on Contract basis for State Level Management Structure

Applications are invited from the eligible candidates for engagement as Law Executives on contractual basis against the vacant positions at State Level Office of Jharkhand Education Project Council (JEPC) which is a registered body under the Societies Registration Act, 1860. JEPC. It is the State Implementation Society responsible for the Implementation of Samagra Shiksha Abhiyan (SSA), a National Programme of the Government of India and State Government for Universalisation of elementary education and other State Government schemes related to education in the state of Jharkhand.

The contractual engagement shall be for term of one year, which may be extended based on the performance appraisal of the candidates.

### 1. Eligibility Criteria :

#### 1.1 Vacancy:

The details of the post, No. of Vacancies in each of the category, Upper Age Limit, Essential and Desirable qualification etc. are given below:-

Post code.	Name of Post	Total Number of Vacancies							Minimum Age	Upper Age Limit for UR	Age Relaxation for ST/SC/Physically Challenged	Basic monthly fixed Honorarium
		UR	ST	SC	BC-I	BC-II	EWS	Total				
01	Law Executive	-	-	1	1	-	-	2	21	35	1. ST/SC – 40 Yrs. 2. OBC – 37 Yrs. 3. All Women – 38 Yrs. 4. Physically challenged 10 years	Gross Rs. 33,145/- * / 28,900/- per month Approximately (Basic pay 22,136/-)

### Note:

- In addition to basic monthly fixed honorarium, admissible emoluments as per JEPC norms shall be given.
- For JEPC officials working under Jharkhand Education Project Council/Samagra Shiksha/RMSA/KGBV/Sakshar Bharat programme/Mahila Samakhya, there shall be relaxation in age to the level of number of years worked in the above mentioned organizations.
- Relaxation of age shall also be given to Ex-servicemen Personnel as per age relaxation provisioned under the rule for them.

Upper age limit is relaxable for SC/ST/BC-I/BC-II/EWS and physically challenged candidates as per State Govt. rules as stated above.

The number of selections and vacancies may vary as per requirement and availability of suitable candidate. The decision of the selection committee shall be final and binding on the candidates.

## 2. Essential Qualification:

The minimum/desirable qualifications and job profile for each post is given below. Candidates are required to ensure that they meet the essential minimum qualification and desirable experiences in all respects before applying. In case a candidate is found ineligible at any stage, even after appointment, his/her candidature shall be rejected.

Minimum Qualification	Desirable / preference for post	Job Profile
<p>a. Graduate with minimum 45% marks (40% for ST/SC) and Law graduate (LLB) or from a recognized university/institution from the Bar Council of India.</p> <p>or</p> <p>b. post-graduate LLB of three-year duration from a recognized University/Institute (in case of a graduate holding degree of a course duration of three years or less).</p>	<p>1. Fresh Law Graduates can apply. Preference shall be given to candidates having 3-4 years of work experience, preferably with a substantial portion in litigation related matters.</p> <p>2. Experience of working with Government related institutions/ PSUs is desirable.</p> <p>3. Working Knowledge on Computer/Web based ILMS and drafting skill in English language are desirable.</p>	<p>a. Help in managing the Integrated litigation Management System within the Department and to provide technical guidance on the action to be taken against all cases, including on reducing the pendency of cases and allocating work to Districts.</p> <p>b. Review all incoming\outgoing legal communication to the Department and allocate responsibility for action to relevant people</p> <p>c. Prepare routine letters (i.e. demand or inquiry) to all parties</p> <p>d. Check documents or papers for compliance and correctness</p> <p>e. Assist in basic legal drafting for the Headquarters, Primary Directorate, Secondary Directorate Jharkhand Education Project Council, Districts as and when needed</p> <p>f. Provide periodic updates to senior\nodal officers and attend review meetings to highlight need for action. Following up cases in High Courts/ Tribunals in time to take appropriate action in the department/JEPC/district and others.</p> <p>g. Management of cases from Integrated litigation Management System.</p> <p>h. Visit to district head quarter on Pension Adalat to review the pending cases and addressing the grievances on pre litigation stages.</p> <p>i. Monitoring of grievances which having potential to become dispute in court and regulating them at early stage.</p> <p>j. Grievance monitoring of department/JEPC at state and district level.</p> <p>k. Any other duties as may be assigned.</p>

#### 4. Reservation :

While selecting the candidates, reservation rules of Government of Jharkhand will be applicable. Wherever reservation exists for OBC, SC, ST and EWS the same is meant for the persons having their domicile in the State of Jharkhand for which they will have to attach a copy of relevant and valid caste certificates and income and asset certificate by EWS category candidates and domicile certificate issued by Competent Authority along with their application. Candidates belonging to reserved categories or General categories from States, other than Jharkhand, will be treated as General Candidates. In case vacancy is available in the General category against a particular post, their merit will be prepared in the unreserved category only.

Keeping view of the directive of the Jharkhand Govt. vide झारखण्ड राज्य कार्मिक, प्रशासनिक सुधार एवं राजभाषा विभाग के पत्रांक संख्या 4768 दिनांक 13-09-2021 and subsequent Staff Selection Commission notification no. 7947 dated 17-11-2021 the conduct rule of examination by Staff Selection Examination has been amended and the following provisions have been added as qualification for selection for Government of Jharkhand posts (Graduate level and above).

“उक्त अनिवार्य योग्यता के अतिरिक्त सीधी भर्ती के लिए झारखण्ड में अवस्थित मान्यता प्राप्त शैक्षणिक संस्थान से मैट्रिक/10वीं कक्षा एवं इंटरमीडिएट/10+2 कक्षा उत्तीर्ण होना एवं अभ्यर्थी को स्थानीय रीति- रिवाज, भाषा एवं परिवेश का ज्ञान होना अनिवार्य होगा।

परन्तु यह कि झारखण्ड राज्य की आरक्षण नीति से आच्छादित अभ्यर्थियों के मामले में झारखण्ड राज्य में अवस्थित मान्यता प्राप्त शैक्षणिक संस्थान से इंटरमीडिएट/10+2 कक्षा उत्तीर्ण होने संबंधी प्रावधान शिथिल रहेगा।”

Accordingly as per the Department of Personnel, Administrative Reforms and Rajbhasha, Govt. of Jharkhand memo no. 7880 dated 09.11.2021 for this post as mentioned above, the above directive of the Govt. shall be essential for educational qualification of the candidates.

**Selection Procedure:** Candidates would be selected based on written test and/or interview to be conducted in Ranchi only. Intimation regarding written examination/Interview/skill test will be sent separately to the eligible candidates. Decision of JEPC will be final in this regard. A panel of suitable candidates will be prepared which may be valid for a period of one year from the date of selection. Person from the panel may be appointed against the vacancies as and when need arises.

**Cut off Date:** The cut off date for the purpose of acquiring educational qualifications, age etc. will be **31.10.2022**.

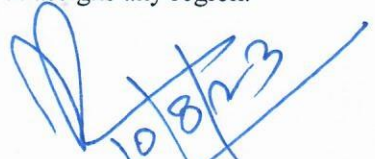
**Pay and Allowances:** Persons appointed on Contract basis will be entitled for monthly emoluments shown against each post and also the allowances as admissible under the service Regulations of JEPC. In addition other allowances, admissible under the JEPC Service Regulations, will also be payable. Travelling allowance will be given as per JEPC provisions. The above appointment on Contractual Basis, shall be initially for a period of one year which may be extended further on the basis of satisfactory performance and up to the period of Programme. However, there is also a provision of annual assessment of performance of the personnel for the extension of contract/deputation. Canvassing in any form will be a disqualification.

**Application Processing Fee:** Applicant for post code is required to pay a non-refundable application processing fee of Rs. 500/- (Rs. Five Hundred only) through JEPC website using Credit Card/Debit Card/Net Banking/UPI Payment post submission of the application form. Candidates belonging to Scheduled Caste/Scheduled Tribes category are required to pay only 50 percent of the above mentioned processing fee of the above mentioned post. However, they are required to attach caste certificates dully attested by the gazette officer; otherwise their applications will be rejected. Application fees will not be received in any other form (Cash/IPO/demand draft etc.).

**How to Apply :** Eligible candidates who possess the requisite qualifications and experience and have the will to serve with commitment and integrity, may apply latest by **10.09.2023 05:00 PM.** by visiting **official recruitment link** on notice board menu of JEPC website - "<https://jepc.jharkhand.gov.in>"

Application received after stipulated date will not be accepted under any circumstances. Application should be only for one post from a candidate. As JEPC has adopted the reservation policy of the State Government, the applicant must mention his/her reservation caste category viz. SC/ST/OBC/General etc., as the case may be, and upload the caste certificate duly issued by the Sub Divisional Officer of the concerned sub district or such authority as has been designated by the Govt. for issuance of such certificates. The original certificates will be examined at the time of interview.

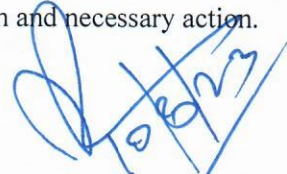
Any dispute with regard to this recruitment will be subject to the court having its jurisdiction at Ranchi only. JEPC, as employer, will reply/attend to such suit/legal proceedings. The State project Director, Jharkhand Education Project Council reserved the right to reject the application at any point of time without assigns any region.  
**For any queries please contact Toll Free Number – 1800-3456-544**

  
**(Kiran Kumari Pasi)**  
State Project Director  
Jharkhand Education Project Council,  
Ranchi

**Memo No.:** ME/01/1154/2022/3172  
Copy to:

**Ranchi/Date:** 12.08.2023

1. Additional Finance Controller, JEPC, Ranchi for information and necessary action.
2. MIS Coordinator, JEPC, Ranchi for information and necessary uploading on the Official website of JEPC for publication.
3. In-charge Officer, MRE, Budget and Planning, JEPC, Ranchi for information and necessary action.
4. PS to State Project Director, JEPC, Ranchi for information.

  
**(Kiran Kumari Pasi)**  
State Project Director  
Jharkhand Education Project Council,  
Ranchi