

# **DISTRICT EDUCATION OFFICER, BALASORE**

**At/Po/Dist-Balasore, Odisha, Pin-756001, Ph-06782-263632, e-mail: deobalasore02@gmail.com.**

No: 14220

Dt: 05/12/2023

## **ADVERTISEMENT FOR ENGAGEMENT OF LEGAL RETAINER IN THE OFFICE OF DISTRICT EDUCATION OFFICER, BALASORE.**

### **NOTIFICATION.**

Pursuant to the Letter No.11727 / SME Dt. 25.08.2018 of Govt. in School & Mass Education, Department, Odisha, Bhubaneswar the applications are invited from Local Legal professionals for engagement of Legal Retainer in the office of the District Education Officer, Balasore. The details are mentioned below:-

#### **SELECTION CRITERIA:**

1. The Legal Retainer shall be a practicing advocate of the District with a minimum experience of 08 years.
2. While Selecting the Advocate for engagement of Legal Retainer, the Committee shall inter alia consider the experience and reputation of the Advocate.
3. After selection the Advocate concerned shall be requested to convey his willingness to accept the offer.
4. After acceptance of the offer the engagement order shall be issued by the District Education Officer, Balasore. The engagement shall be initially for a period of one year, the same may be extended by the District Education Officer, Balasore subject to the satisfactory performance.
5. The engagement can be terminated at any time even before completion of one year after serving one month notice by either side

#### **Duties and responsibilities of Legal retainer:**

- i) The legal retainer will provide all support and advice / assistance to the DEO as well as the section heads of the office as and when required.
- ii) Counter / replies/rejoinders in cases and compliance affidavits will be drafted by the legal retainer.
- iii) Necessary legal advice will be rendered to the DEO where ever necessary. No separate payment shall be made for rendering legal opinion / advice.
- iv) The case matters shall be attended to on priority basis.

#### **Monthly remuneration of legal retainer:-**

- 1) The selected legal retainer will get Rs.20,000/-per month.

**Last Date of Receiving of application 15.12.2023.**

The application / Resume duly filed in alongwith self attested photo copies of all Educational certificates and other documents shall be submitted through Registered post / Speed Post to the District Education Officer, Balasore At/ Po/Dist- Balasore, Pin-756001 on or before 15.12.2023 by 5.30P.M.. Please visit the District website [www.Baleswar.nic.in](http://www.Baleswar.nic.in). for other detailed information.

  
District Education Officer, Balasore.

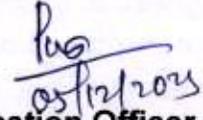
**Memo No:** 14221 **Dt.** 05/12/2023

Copy submitted to the National Informatics Officer, Balasore for information and necessary action.

  
District Education Officer, Balasore.

**Memo No:** 14222 **Dt.** 05/12/2023

Copy forwarded to All Block Education Officers, of Balasore district for information and necessary action.

  
District Education Officer, Balasore.

**Memo No:** 14223 **Dt.** 05/12/2023

Copy to Notice Board of this office for wide circulation of Advatisation.

  
District Education Officer, Balasore.