

## **Notification**

**Information Kerala Mission (IKM) an Autonomous Institution under Local Self Government Department is inviting application for the post of STANDING COUNSEL cum LEGAL RETAINER**

### **Eligibility Criteria**

BA, LLB Degree or equivalent with 10 years practice experience

### **Method of appointment**

Contract for a period of one year

### **Scope of work and conditions**

1. Providing legal advisory services on various aspects related to the programmes of IKM
2. To prepare legal documents on behalf of IKM in activities related to various courts, Kerala Lok Ayukta, other Government or private agencies and legal fora.
3. Render technical assistance / help in the scrutiny of the legal offers/proposals received in response to the notices issued by IKM
4. Preparing Memorandum of Understandings and other statutory/legal agreements
5. Managing reliance with various statutes /rules/regulations
6. Have to visit High Court /Other Courts directly to deal with cases and to meet concerned persons related to all legal issues related with IKM
7. The legal professional shall be committed to ensure his/her presence in rendering prompt and uninterrupted consultancy services in a time bound manner. He/ She is expected to be present two days in a week at IKM. Apart from Office/Working hours he/she must be ready to deal with the cases and sorting of legal file.

Candidates satisfying the minimum eligibility criteria may submit their applications along with their bio data and experience on or before 01.10.2020 at 5 P.M. Selection will be on the basis of direct interview. Applications received after the last date will not be entertained.

Address for submission of Proposal: - Executive Director, Information  
Kerala Mission, Swaraj Bhavan, Ground floor, Nanthancode, Kowdiar, P.O,  
Thiruvananthapuram - 695003

Phone - 0471 2773100 email - [ikm@ikm.org.in](mailto:ikm@ikm.org.in)