Software Technology Parks of India

(An Autonomous Society under Ministry of Electronics and
Information Technology Govt of India)
No.76, 77, 6th Floor, Cyber Park, Keonics, Electronics City, Hosur Road, Bengaluru – 560 100
Tel: 080 - 6618 6000 – 6007 Fax: 080 – 2852 1161 URL: www. bengaluru.stpi.in

WALK-IN-INTERVIEW

Software Technology Parks of India, Bengaluru is considering to engage the services of retired officer of Central Government / State Government / PSU / Autonomous Bodies etc., as Consultant (Full Time) on contract basis for a period of one year. The details are as follows :

Sl. No.	Name of the Post	Qualification & Experience	Job Description	Preferable & Maximum Age
1.	Consultant (Legal)	Retired as Under Secretary / Dy. Secretary or equivalent grade with sufficient experience preferably in Land deals, Estate matters & Legal matters, The person should also have knowledge in RTI & legal matters and should be familiar with various provisions in legal Rules.	Assistance related to all legal matters, Estate matters, legal notices and other administrative matters etc., The incumbent shall take care of: - Litigation work, Giving legal advice - Writing legal documents - Assisting solicitors - Legal endorsements on contracts, service agreements etc. - Issuing notices to defaulters - Advice on settlement of disputes in contracts, service / trade agreements. - To conduct court cases and to appear in courts on behalf of STPI wherever required. Any other matters as assigned from time to time.	Persons retired from Central Government / State Government / PSU / Autonomous Bodies etc., 65 Years as on 03.01.2022
2.	Consultant (Hindi)	Retired as Hindi Officer or Hindi Professional having graduate degree with sufficient experience in implementation of Official Language in Office	Implementation of official language policy of Govt. of India. The incumbent should be capable in translation from English to Hindi and vice-versa should be well versed in Hindi Typing and computer operation knowledge. Any other matters as assigned from time to time	

The document verification will be done from 10.30 HRS. Therefore, applicants are requested to bring following documents in original with an application.

Terms & Conditions:
   a. An application on a plain paper along with resume will have to be produced before the interview committee
   b. In addition to resume, candidates shall also submit the details in Form I (attached) at the time of Interview.
   c. Original and self-attested copies of the certificates in regard to age, qualification, experience, Photo Identification Document issued by any Govt. Authority (e.g PAN Card, Electors Photo Identity Card and Aadhar Card etc.,) PPO etc., will have to be produced before the interview Committee.
   d. Salary / Consultancy fee – Negotiable according to level of the post and experience
   e. Tenure of contract : Likely for one year or can be extended based on the satisfactory performance and requirement of STPI Bangalore
   f. No TA/DA will be provided for appearing the interview
   g. The result shall be intimated by letter / e-mail & on phone to selected candidates.
   h. Walk-in Interview shall be held at the following address :
Software Technology Parks of India
Cyber Park, No.76, 77, 6th Floor, Electronics City, Hosur Road,
Bengaluru – 560 100, Tel No. 6618 6000 to 6618 6007
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