

Position : Nyaya Mitra for District Facilitation Center
Project : Access to Justice for Marginalized People
Organisation : Department of Justice, Ministry of Law and Justice
Duty Station : 227 selected districts.
Duration : Tentatively Ten months (Duration of engagement to be based on performance and need which is reviewed once in 3 months)
Type of Engagement : Temporary

Terms of Reference

S. No.	ELIGIBILITY CRITERIA AND CONDITIONS OF SERVICE	
1.	Eligibility	<ul style="list-style-type: none"> • local resident • retired Judicial officer • retired Executive officer. • Minimum pay scale before retirement for judicial officers Rs. 43,690-Rs. 56,470 • Minimum pay scale before retirement for Central & State Officers Rs. 78,800 to Rs 1,09,100.
2.	Experience:	<ul style="list-style-type: none"> • Retired Judicial Officer/Executive preferably having legal background.
3.	Functional Competencies	<ul style="list-style-type: none"> • Proficiency in using basic computer applications, good communication skills, organizational & interpersonal skills, ability to work independently to fulfil assigned tasks.
4.	Language Requirements	<ul style="list-style-type: none"> • Working knowledge of English and regional language including writing skills
5.	Honorarium payable (lump sum)	X Class City : Rs. 40,000/- per month Y Class City : Rs. 35,000/- per month Z Class City : Rs. 30,000/- per month
6.	Travelling expenses for official work, mobile	Rs. 5,000/- per month on self-certification. No other allowances such as relocation expenses will be provided.
7.	Place of work	In local Common Service Centres.
8.	Working hours/days	10.00 a.m. to 5.00 p.m./ Monday to Saturday
9.	Leave allowed	2 ^{1/2} days p.m as per the information sent on email. Honorarium would be reduced pro-rata in case of absence from duty unauthorised leave.
10.	Personal staff/clerical assistance	Will not be provided.
11.	Maximum Age	70 years (May be relaxed for 2 years in special circumstances)
12.	Health	Should be sound.
13.	Criteria for Engagement	(i) Legal Education would be desirable (ii) Higher pay scale (iii) Higher basic pay (iv) Date of Birth (younger applicants would be preferred)