

14.	Mode of Engagement	There would be no personal interview / personality test. Briefing / orientation would be conducted for those engaged for the position.
15.	Mode of Communication / Intimation	Intimation shall be made only by email / sms. Therefore, applicants are advised that their email ID should be active and regularly checked. It is further clarified that no communication would be sent by post or courier.

Duties and Responsibilities

The Nyaya Mitra has the overall responsibility for delivering on the following tasks:

1. The Nyaya Mitra shall assist the litigants who are suffering due to delay in investigations or trial, by actively identifying such cases through the National Judicial Data Grid. Their aim shall be to identify the bottlenecks due to which these cases are delayed. This shall be followed up with necessary action to ensure speedy disposal of pending cases.
2. The Nyaya Mitra will provide legal advice to litigants or connect them with panel lawyers (from the concerned District Legal Services Authority), CSC Tele law, government agencies and civil society organisations working for the marginalised people.
3. The Nyaya Mitra shall co-ordinate with the authorities from public utilities departments, district administration and law enforcement agencies wherever needed to effectively ensure speedy redressal of cases.
4. The Nyaya Mitra shall handle, in consultation with the DoJ, grievances received by the department (pertaining to his jurisdiction) from the public, PMO, President Secretariat among others.
5. The Nyaya Mitra shall refer the marginalised applicants to Lok Adalats for dispute resolution.
6. The Nyaya Mitra shall facilitate mediation for resolution of disputes between the litigants.

The Nyaya Mitra will not interfere with the court proceedings.

Places of work (Common Service Centres in the following districts)

Uttar Pradesh

- Allahabad, Jaunpur, Gorakhpur, Gonda, Lucknow, Pratapgarh, Deoria, Kanpur Nagar, Sultanpur, Azamgarh, Bahraich, Ghaziabad, Mau, Basti, Ghazipur, Sitapur, Faizabad, Ballia, Mirzapur, Bareilly, Muzaffarnagar, Agra, Bijnor, Siddharthnagar, Meerut, Kushinagar, Mathura, Badaun, Moradabad, Fatehpur, Varanasi, Farrukhabad, Raibareli, Maharajganj, Jhansi, Gautam Buddha Nagar, Aligarh, Sonbhadra, Hapur, Banda, Saharnpur, Ambedkar Nagar, Hathras, Lakhimpur, Unnao, Firozabad, Jalaun, Barabanki, Rampur, Kanpur Dehat, Bhadohi SR Nagar, Hardoi, Kaushambi, Auraiya, Haimpur, Etawah, Bulandshahr, Lalitpur, Balrampur, Baghpat, Etah, Kannauj, Pilbhit, Mainpur, Shravasti, Jyotiba Phule Nagar, Santkabir Nagar, Kanshi Ram Nagar.

Bihar

- Patna, Samastipur, Saran at Chapra, Purnea, Siwan, Gopalganj, Bettiah, Motihari, Buxar, Madhubani, Munger, Begusarai, Aurangabad, Rohtas Sasaram, Araria, Lakhisarai, Katihar, Kaimur at Bhabhua, Supaul, Darbhanga, Khagaria, Nawada, Banka, Saharsa, Jamui, Nalanda, Madhepura, Bhagalpur, Kishanganj and Sheikhpura.