

**ADVERTISEMENT FOR ENGAGEMENT OF LEGAL CONSULTANT ON  
CONTRACTUAL BASIS IN WEST BENGAL POLICE DEPARTMENT**

Applications are invited from eligible candidates for the post of Legal Consultant in West Bengal Police Department on contractual basis.

**1) Number of Post :-**

01(one) post of Legal Consultant.

**2) Remuneration and Benefits :-**

Fixed Rs. 30,000/- per month for Legal Consultant. No other allowances are admissible. In addition to Government holidays, maximum 14 days of leave without deduction of pay will be given.

**3) Period :-**

This engagement shall be initially for a period of one year, renewable annually depending upon assessment of performance.

**4) Eligibility Criteria :-**

- i) Applicant must be a Law Graduate from any recognized University.
- ii) Legal Consultant must have minimum 5 years of experience in conducting criminal cases/service matters.

**5) Conditions :-**

- i) The engagement to the post of Legal Consultant shall be **purely on a contractual basis**.
- ii) He shall be bound by oath not to take up after end/termination of contract of any case on which he has worked during the period of contract.
- iii) The Authority has the right to terminate the contract at any time without giving any reason. And for this purpose, one month's advance notice will suffice. No legal proceedings shall be drawn against the West Bengal Police Department for termination of the contract.

**6) Nature of Job :-**

- i) Examination of writs/other applications.
- ii) Preparation and editing of reply/para-wise comments.
- iii) Draft Circulars and prepare review petitions etc.

- iv) All issues as may crop up time to time for which legal opinion is necessary.
- v) He will take the assistance of office and officials in case matters.
- vi) He will assist in preparation of draft Reports/Circulars/SOP/Orders etc. relating to West Bengal Police on legal angles.
- vii) He will be required to visit High Court/West Bengal Administrative Tribunal /Green Tribunal/Central Administrative Tribunal as and when required/directed to assist the officials on case matters.
- viii) He will also examine the Orders/Judgement of the Supreme Court/High Courts and advise further course of action to be taken relating to the matter.

**7) Other Terms and Conditions :-**

- i) He will not disclose the official secrets in any manner and maintain absolute integrity.
- ii) The Legal Consultant having accepted the offer of engagement shall enter into a contract having the confidentiality clause with West Bengal Police Department detailing the terms and conditions of engagement before being assigned any work.
- iii) The tenure of the consultant will be for one year which may be renewed annually depending on their performance.
- iv) Any breach of contract by the Legal Consultant shall be considered sufficient ground for termination of their engagement and may further debar them from further engagement by the Department.

**8) Mode of Selection :-**

Applications received in response to the advertisement will be scrutinized and shortlisted candidates will be called for a personal interview. The interview will be conducted by a three-membered committee, where two of them will be senior officers of West Bengal Police Directorate and another from Law Department, Government of West Bengal.

**9) How to apply :-**

The application (Annexure – I) alongwith relevant enclosures should be sent by mail to : [legalconsultantwbpd@gmail.com](mailto:legalconsultantwbpd@gmail.com) or through speed post (envelope containing the application should be titled **APPLICATION FOR LEGAL CONSULTANT**) to Director General and Inspector General of Police, West Bengal, Bhabani Bhawan, Alipore, Kolkata – 700027) on or before **20.04.2025**.

Applications received after the scheduled date and incomplete are liable to be rejected summarily.

**ANNEXURE -I**

**Application for engagement of Legal Consultants in West Bengal Police Department**

Affix recent  
passport size  
Photograph

1. Name of the Applicant :
2. Address with contact number :
3. E-mail ID :
4. Date of Birth :
5. Age as on closing date :
6. Educational Qualification :
  - a. Name of the College :
  - b. Affiliated with University :
  - c. Nature of Course 3/5 Years :
  - d. Percentage :
  - e. Year of Passing :
  - f. Experience (Specify in Brief) :
7. Application along with copies of supporting documents, viz., Educational Qualification, Matriculation Certificate continuing the date of birth, experience, Bar Council Certificate etc. may be sent so as to reach the Director General & Inspector General of Police, West Bengal, Bhabani Bhawan, Alipore, Kolkata – 700027 or through email vide :- [legalconsultantwbpd@gmail.com](mailto:legalconsultantwbpd@gmail.com).

**DECLARATION**

This is to certify that facts given by me on application form are true from best of my knowledge. I understand that if any part of it is found to be false, this application will be cancelled.

Dated :

Signature of the Applicant