

No: 10/13/Advt/2024-NCLT
NATIONAL COMPANY LAW TRIBUNAL

CGO Complex, Block-3, 6th Floor
New Delhi- 110003
Date: 03/07/2025

Notification

Subject: Engagement of Assistant Registrar (AR) purely on contractual assignment in NCLT, Kochi Bench.

Applications are invited from **Eligible candidates having qualifications and experience as mentioned in Para 1.1 below**, for engagement to the post of Assistant Registrar (AR) purely on contractual assignment in National Company Law Tribunal (NCLT), Kochi Bench as detailed below;

S. No	Bench	Tentative Vacancy of Assistant Registrar
1	Kochi	01
	TOTAL	01

Note: Vacancy, indicated above, are tentative only. The same may be liable to change.

1.1 Qualifications and Experience: The candidate for this post must have either of the following qualifications and experiences:

S. No	Item	Candidate with Professional Qualification	Candidate with only Bachelor Degree
1	Educational Qualifications (AR)	Degree in Law from a recognised university; or MBA (Full Time) from a recognised University/Institute; or MBA (HR) from a recognised University/Institute.	Bachelor Degree in any discipline from a recognised University
2	Experience for the post of Assistant Registrar (AR)	Minimum 3 (three) years experience in managerial capacity with proficiency in working in completely online system, preferably in Government and Government Undertaking.	Minimum 6 (Six) years experience in Law, Management, Public Affairs, Finance, etc, preferably in Government and Government Undertaking and having proficiency in working in completely online system.
4	Age for Assistant Registrar (AR)	Candidate with age of 25 years and above, as on the date of issue of this advertisement, may apply for the post of Assistant Registrar (AR). Retired person with requisite qualifications and experience can also apply.	

--	--	--

2. A consolidated remuneration per month for the post as on date shall be as under:-

Sl. No.	Name of the Post	Remuneration (per month)
1.	Assistant Registrar	Rs. 55,000/-

3 Other terms and conditions of the contractual assignment shall be as under: -

- (i) The period of contract initially will be for one year or till further orders, whichever is earlier and can be extended up to 3 years subject to satisfactory performance. Engagement on contractual basis can be terminated by the Tribunal at any time without assigning any reason whatsoever. However, the candidates engaged on contractual assignment will have the option to give up their assignment by giving **one month's** advance written notice.
- (ii) The contractual assignment shall not confer any right or claim to any regularization or continuance in service.
- (iii) The candidates engaged on contractual assignment shall not be entitled for HRA, DA, residential accommodation or any other allowance.
- (iv) The candidates engaged on contractual assignment will not be entitled to any kind of regular leave except casual leave on pro-rata basis. They will not leave the station without prior permission of the Competent Authority.
- (v) The working days and working hours shall be the same as are applicable to other serving officers and employees of the Tribunal. However, depending upon the need and requirement, they will be liable to work beyond office hours and even on Saturdays, Sundays and other holidays without payment of any extra remuneration.

6. Interested eligible candidates who are willing to serve in the NCLT Benches may submit their applications online. The link for making application is :

https://nicforms.nic.in/nicforms_designer/nic_form_selector.php?form_id=enRhYmxlNjg2NTEyYWNkZGI1ZTIwMjUwNzAyODA=

All candidates have to fill up the entries correctly in the Online Form and CV of the candidate with recent passport size photo along with uploading of documents of educational qualification and experience in the online form. The last date for receipt of applications is **04/08/2025 at 17.00 hrs. The Online Form would be disabled at 17.00 hrs on 04/08/2025.**

Note 1: No application would be entertained either at NCLT HQ or by post or by email. If any application is received through any such mode, the same would not be considered and no action would be taken on the same.

Note 2: The CV should not be more than 2-page long. One recent passport size photo should be pasted on the first page of the CV and the CV should be in signed.

Note 3: One candidate can make only one application.

7. If the number of candidates is very large, the Competent Authority may short-list the candidates and only the short-listed candidates may be called for an interview before selection. No TA/DA will be admissible for appearing in the interview. At the time of appearing for interview, the original documents should be brought so that verification may be made.

8. The candidature will be liable to be rejected at any stage if the information furnished in the application form is found incorrect on subsequent verification, and if engaged, the contractual assignment will be liable to be terminated forthwith.

Sd/-
Prem Prakash
Secretary, NCLT