

**VACANCY NOTIFICATION**

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|--------------------|---|
| Employer           | 1592024 Serious Fraud Investigation Office, Ministry of Corporate Affairs |
| Name of the Post   | Assistant Director (Corporate Law)  |
| No. of Vacancy     | 02  |
| Last date to apply | 21 December 2024  |
| Remarks            | <b>See detailed notification attached below</b>                           |

**How to Apply:** - 1. All **Eligible** Ex-Servicemen officers need to forward two Copies of Willingness Format, available at vacancy page, on Email ID: [dgrjobofficers@desw.gov.in](mailto:dgrjobofficers@desw.gov.in)


- (i) One Format should be in PDF format duly signed by the applicant and signed by the witnesses too.
- (ii) The second one should be in Excel Format without changing the Format, without signatures and without witnesses.

2. All the required document such as Willingness cum Undertaking Formats as mentioned above, Copy of

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|    | (a) Designation   | Assistant Director (Corporate Law)   |
|    | (b) Classification of the posts (i.e. whether Central Civil Service/ Post/ Gazetted or Non-Gazetted, etc) | Group-B Gazetted   |
|    | (c) Pay Band/ Grade Pay   | Level-8 Rs.47600-151100  |
|    | (d) Mode of Recruitment (Direct Recruitment/ Deputation, etc)   | Direct Recruitment   |
| 4. | Details of the post   |  |
|    | (a) Brief Description of job requirements and nature of duties of the post                                | <p>a) To act as member of the investigation team for examination of the cases relating to Corporate Frauds;</p> <p>(b) To collect evidences/record statements and presentation of evidences and preparation of Investigation Reports;</p> <p>(c) To provide expertise in matters involving Corporate Law;</p> <p>(d) To assist in providing legal inputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution;</p> <p>(e) To assist in liaisoning with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution;</p> <p>(f) Any other work assigned from time to time.</p> |
|    | (b) Place of initial posting (including the name of the state) for each vacancy separately)               | Initial posting New Delhi with All India Transfer Liability  |
| 5. | Break up of vacancies reserved for**  |  |
|    | (a) SC  | 00   |
|    | (b) ST  | 00   |
|    | (c) OBC   | 00   |
|    | (d) UR  | 02   |
|    | (e) EWS   | 00   |
| 6. | Date of occurrence of vacancies   | 2 vacancies occurred on 16.12.22 due to promotion of two Assistant Director (Corporate Law) to the post of Senior Assistant Director (Corporate Law)   |
| w  | Qualification as laid down in the approved recruitment rules including any relaxation                     |  |
|    | (a) Essential   | <p>(i) Bachelor degree in Law from a recognized University or Institute, or</p> <p>(ii) Integrated Bachelor degree in Law (Five Years') from a recognized University or Institute, or</p> <p>Graduate in any discipline plus Bachelor's degree in law plus one (iii) Bachelor degree in any discipline from a recognized University or Institute and Company Secretaries of India</p>  |
|    | (b) Desirable   | <p>(i) One year experience in the field of Corporate Law.</p> <p>(ii) Should be conversant with the tools and techniques of collection of evidence or recording of statements and presentation of evidence in proceedings.</p>   |

| Name of the post.                      | Number of post.   | Classification.  | Pay band and grade pay or pay scale.                  | Whether selection post or non-selection post. |
|--|---|--|---|---|
| (1)                                    | (2)   | (3)  | (4)   | (5)   |
| 1. Assistant Director (Corporate Law). | 04 * (2016)<br>*Subject to variation dependant on the workload. | General Central Service. Group-'B' Gazetted Non-Ministerial. | Pay Band-2<br>Rs. 9300-34800 plus grade pay Rs. 4800. | Not applicable                                |

| Age-limit for direct recruits.   | Educational and other qualifications required for direct recruits.  | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. | Period of probation, if any.   |
|--|---|--|--------------------------------|
| (6)  | (7)   | (8)  | (9)                            |
| Not exceeding thirty years.<br><br>Note 1: Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government.<br><br>Note 2: The crucial date for determining the Age-limit shall be the closing date for receipt of applications and not the closing date prescribed for those in | <b>Essential</b><br>(I) Degree in any discipline and Bachelor's Degree in Law : or<br>(II) Integrated Bachelor's Degree in Law (five years) and one year experience in the field of Corporate Law : or<br><br>(III) Bachelor's Degree in any subject and Company Secretary from Institute of Company Secretaries of India and one year experience in the field of Corporate Law . | Not applicable   | Two years for direct recruits. |

  
 डी. के. सिंह / D.K. Singh  
 सचिव (कानून) / Director (Legal)