

**GOVT OF WEST BENGAL  
OFFICE OF THE SUPERINTENDENT OF POLICE  
COOCH BEHAR**

Memo No. 217/2025/Law Cell, CBR

Dated 05/04/2025

**Employment Notification**

**Engagement of Senior Legal Consultants on contractual basis.**

**In modification to the earlier advertisement**, applications are invited from eligible candidates for engagement as Senior Legal Consultants on contractual basis in Cooch Behar Police.

Details of the engagement:

**1. Eligibility Criteria:-**

- i) Applicant must be a Law Graduate from any recognised University.
- ii) The applicant must possess a Degree of Law from a recognized university and be a registered legal practitioner.
- iii) Retired PP/APP and advocates who have served or are on government legal panels tendering legal advice in criminal matters may also apply.
- iv) Age Limit: The candidates should not be more than 64 years of age on the date of engagement.

**2. Responsibilities (nature of job) :-**

A) In matters where FIR has been registered

- 1. To tender legal advice to the Investigating Officers during: (i) All stages of investigation i.e. from the registration of case to the filing of charge sheet. The work will also include help in drafting legal papers.
- (ii) To provide legal advice in Bail matters and Misc. matters in various courts, including Hon'ble Supreme Court and High Courts.
- 2. To assist the IOs in drafting questionnaires for seeking opinions from experts, i.e. Doctors, Forensic Science Laboratories (CFSL & FSLs), etc.
- 3. To Discuss and share case laws and prominent judgments of the Hon'ble High court and Apex Court, respectively.
- 4. To assist the IOs in interpreting the laws, statutory rules and regulations and amendments thereof.
- 5. To advise the IOs in preparation of the Final Report to ensure convictions.
- 6. To provide all guidance and assistance for ensuring conviction during trial of cases.

**B) Miscellaneous Matters**

- 1. To assist in preparing replies to notices received from various Commissions and statutory authorities.
- 2. To assist in making replies to writs/SLPs and other matters in the Hon'ble High Court/Supreme Court.

**Note :** The selected candidates. i.e. the Legal Consultant, shall render only legal advice to the Investigation officers of West Bengal Police at the Police Stations/Offices.

**3. Other Terms and Conditions :**

- i) The tenure of the consultants will be for one year, which may be renewed annually based on performance.
- ii) Termination of contract: One month's notice.
- 4. Consolidated Remuneration: Rs.40, 000/- per month
- 5. Number of post: 03 (Three)

**How to Apply:**

Interested candidates may submit their applications as per format in Annexure-I along with their bio-data, copies of educational certificates, experience certificates etc. to the following address or through e-mail: [oclawcellcbr@gmail.com](mailto:oclawcellcbr@gmail.com).

**Last date for receipt of applications:** 20.04.2025.

**Address for submission of Application:** The Office of Superintendent of Police, Sagar Dighi Square, Cooch Behar (WB), Pin-736101.

**Note:** Application received in response to the advertisement will be scrutinized and shortlisted candidates will be called for a personal interview.

The undersigned reserves the right to reject any or all applications without assigning any reason.

Enclo : Annexure-I

Sd/-  
Superintendent of Police  
Cooch Behar

**Annexure-I**  
**APPLICATION FOR ENGAGEMENT AS SENIOR LEGAL CONSULTANTS ON**  
**CONTRACTUAL BASIS**

1. Name of Applicant (Block Letter).....

2. Address :.....

.....

3. Contact No: .....

4. Email ID: .....

**PROFESSIONAL QUALIFICATIONS:**

1. Degree in Law (LLB/LLM) :

2. Enrolment No. with Bar Council:

3. Years of experience in legal practice:

**DOCUMENTS ATTACHED:**

1. Copy of LL.B/LL.M. degree certificates

2. Enrolment certificate with Bar Council

3. Experience certificate(s)

4. Age proof certificate

5. Any other relevant document(s)

**DECLARATION:**

I hereby declare that the information provided by me is true and correct. I understand that any false information may lead to rejection of my application.

Signature:

Date:

Note:

Application along with supporting documents may be sent to the Office of Superintendent of Police, Sagar Dighi Square, Cooch Behar (WB), Pin-736101 or through e-mail by 20.04.2025 (E-Mail: [oclawcellcbr@gmail.com](mailto:oclawcellcbr@gmail.com).)