

DIRECTORATE GENERAL OF HYDROCARBONS
(Under the Ministry of Petroleum & Natural Gas, Govt. of India)
OIDB Bhavan, Tower-A, Plot-2, Sector-73, NOIDA, INDIA

Directorate General of Hydrocarbons (DGH), under Ministry of Petroleum & Natural Gas, Govt. of India, invites applications from eligible persons for the following position:

1. Jr. Associate (Legal) - 02 Nos.

[Purely on contractual/ temporary Basis for 3 years extendable upto 2 years with monthly of Rs. 50,000 to 70,000 per month]

Interested candidates are required to send their applications by e-mail on: dghrecruitment@dghindia.gov.in, in the prescribed format together with all supporting self-attested documents of relevant qualifications and experience, latest by __/__/2025 (---day).

Only shortlisted candidates will be intimated and invited for further selection process.

DGH reserves the right to reject any/all applications without assigning any reasons thereof. No further communication/enquiry shall be entertained.

Head (HR), DGH

SN	Parameter	Detailed description
1	Name of the Post and numbers	Jr. Associate (Legal) - 02 Numbers
2	Working location for the Incumbent(s)	DGH Noida (U.P.)
3	Essential Qualification(s):	Full time bachelor's degree in law (LLB) with minimum 55% marks from Govt/ BCI recognized University/ Institution.
4	Required work experience profile: - Any other requirement	Minimum 01 (one) year post qualification work experience (after LLB), as on closing date of submission, which includes practice of law before Courts and/or with law firm and/or in the Legal Department of any Company/ Statutory Body/ Govt Department/ Organization.
5	Desired skill-sets:	Experience in handling domestic & international litigation in Courts, Arbitration matters, implementation of Legal processes, drafting/ vetting of various kinds of documents, tenders, guarantees, undertakings, Notices, reply to notice etc; Adequate knowledge of court practices and procedures.
6	Age bracket (range):	Not more than 27 years at the time of last day of receiving applications
7	Remuneration suggested: (per month)	Rs 50,000 to Rs 70,000 depending upon qualifications and experience.
8	Boarding, Lodging & travel facilities/ Conveyance etc.	Not applicable
9	Tenure of engagement/deputation (in months) (Extendable upto, if any)	3 years, extendable by 2 more on a mutual basis (However, tenure of contract shall be as per requirement of DGH only, without commitment of any fixed / minimum / assured term of contract)
10	List of Documents to be attached alongwith application	<ol style="list-style-type: none"> 1. Class 10th Certificate 2. Class 12th Certificate 3. Final year pass mark sheet alongwith degree/prov. degree of LL.B 4. Any other qualification 5. Aadhar 6. PAN 7. Experience Certificate