

भांडागारण विकास और विनियामक प्राधिकरण

भारत सरकार



एनसीयूआईएन, चौथीमंजिल, 3, सीरीइंस्टीट्यूशनलएरिया, अगस्तक्रान्तिमार्ग,
हौज़खास, नईदिल्ली - 110016, दूरभाष: - 49536496, 49092978

Warehousing Development and Regulatory Authority
Government of India

NCUI Building, 4th Floor, 3, Siri Institutional Area, August Kranti Marg,
Hauz Khas, New Delhi - 110016, Tel. No. 49536496, 49092978



ADVERTISEMENT

File No. A-03000310/1/2023- A and F/1787

Dated 28.09.2026

Subject: - Engagement of 01 Consultant (Legal) in WDRA on contractual basis.

Applications are invited from retired Central/State Government/PSU/Autonomous/Statutory Body officials for the position of Consultant (Legal)

2. Eligibility criteria, Terms and Conditions etc. for engagement of the Consultant (Legal) are available on the website of the WDRA 'www.wdra.gov.in'.

3. Interested candidates, who fulfill the eligibility criteria, may submit their applications in the prescribed proforma in a sealed cover superscripted "Selection of Consultant (Legal) in WDRA on Contract basis" **on or before 28.10.2026** to the Deputy Director (HR), Warehousing Development and Regulatory Authority, NCUI Building, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016.

विनीता

(विनीता सोलोमन)/(Venita Solomon)

सहायक निदेशक (मा.सं.)/Assistant Director (HR)

Subject: Engagement of 01 Consultant (Legal) in WDRA on contractual basis

The Warehousing Development and Regulatory Authority (WDRA), a statutory body constituted under the Warehousing (Development and Regulation) Act, 2007, invites applications from Retired Government/Central or State PSU/Statutory/Autonomous Body official for engagement of the 01 (One) Consultant (Legal) on contractual basis.

2. The terms and conditions are as under:

A. Eligibility Criteria:

- (i) The candidate must be a retired Central/State Government/PSU/Autonomous/Statutory Body official
- (ii) Maximum age on closing date of application 64 years
- (iii) The candidate possesses LL.B. degree from a recognized University/Institution
- (iv) Should be net-savvy with good exposure and ability to work in a computerized environment
- (v) The consultant should have good communication and interpersonal skills with a strong flare for noting and drafting.
- (vi) Should have retired from a post/grade carrying Pay Level/scale equivalent to Level-10 (CDA) or above.
- (vii) Should have Minimum 5 years' post-qualification experience in Drafting/Vetting/ Execution of Legal Documents, Agreements, Contracts, MOUs, filing before courts etc., with legal due diligence. Must have core competence in areas of analysing various legal/commercial documents.
In depth knowledge and expertise of applicable Corporate/Commercial Legislations, Company Law, Consumer Protection Act 2019, Banking laws Civil/Criminal matters, Administrative and Service matters, and Arbitration matters etc.
- (viii) No criminal/vigilance proceeding shall be in progress.

B) Fees and leave permissible:

- (i) The maximum amount of monthly consolidated fee payable to the Consultant shall be 50% of the last pay drawn at the time of retirement. Pay includes basic pay and DA / IDA. No other allowance shall be payable. Income tax shall be deducted at source at the prescribed rate. Payment of other taxes, if applicable, shall be the responsibility of the Consultant.
- (ii) Consultant is to be engaged for a fixed short period and initially for one year. Contract period may be extended on discretion on suitability of work for WDRA. However, the maximum continuous engagement for retired Government officials as Consultants would not be more than 65 years of age.
- (iii) An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment. In addition to above, for Consultants from Central and State PSUs, the amount of

Transport Allowance shall be fixed based on equivalency of pay scale of PSU with Central Government or as decided by Chairperson, WDRA. No other allowance shall be payable.

(iv) The Consultant shall be eligible for casual leave for eight days, as is the admissibility of the Government employees at present, in a calendar year on pro-rata basis. Remuneration shall not be payable in case the consultant remains absent beyond the number of entitled leave in a year. Unavailed leave at the end of a calendar year cannot be carried forward to the next calendar year. The WDRA would be free to terminate the services of a consultant if he / she remains absent for more than 15 days beyond the entitled leave in a calendar year.

(iv) No TA / DA shall be admissible for joining the assignment or on its completion. However, the Consultant shall be allowed TA/ DA for their travel inside the country in connection with the official work on the basis of the last pay drawn and at the rates applicable to the WDRA employees.

C) Job Profile:

Selected consultant will be required to handle the following actions:

- i. Handling Legal matters in WDRA related to Courts and tribunals including Securities Appellate Tribunal, Central Administrative Tribunal, other tribunals, commissions, authorities, etc.
- ii. Drafting of Notices/its replies, affidavits, applications, petitions, complaints, FIR, replies, written statements, replications, rejoinders, caveats, brief for opinion and any other legal document including deeds, rules, regulations, circulars made under W(D&R) Act 2007 (hereinafter referred as "Act") or any amendment to the Act etc.
- iii. Render legal advice or written opinions, related to matters of the WDRA including cases of civil & criminal nature, service matters and such other matters arising in the course of administration of WDRA as and when referred.
- iv. To prepare and/or vet MoUs, agreements/contracts/RFPs/Tenders/EOI/letters and such other documents as and when desired by WDRA.
- v. Drafting, vetting, settling of correspondences (including comments on behalf of the WDRA on Cabinet notes/ Bills etc.) and finalizing the replies to the communications received by WDRA from other Ministries/Departments/Authorities etc.
- vi. To furnish monthly statement along with the status of the cases represented before various courts/Tribunals or any other authority and their outcomes/ developments/supplying copies of judgement/interim orders.
- vii. To perform such other duties that may be assigned by WDRA.

D) Instructions for Candidates:

- i. The candidates shall send the bio data in the prescribed format before the last date. They shall fill up the form duly typed, fix photograph at the space provided in the prescribed application form (attached), 02 passport size photographs in original along with one set of self-attested photocopies of the documents in support of the educational qualification and experience, to the Deputy Director (HR), Warehousing Development and Regulatory Authority, NCUI Building, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016.
- ii Applying for the post does not necessarily mean that the applicant shall be called for interview. Only those candidates will be called for interview who are shortlisted as per the criteria devised by the

WDRA keeping in view the requirement of the work to be carried out. In this regard, no communication either by email or phone, etc. shall be entertained.

iii. The shortlisted candidates will be called to appear before the interview board on the dates decided by the WDRA for this purpose. Date, Time & Venue of the interview will be intimated in due course of time through e-mail.

iv. No TA/DA will be paid for attending the interview.

v. The post is temporary and engagement is purely on contractual basis initially for a period of 01 Year which may be extended further depending upon the requirement and satisfactory performance and will confer no right to the candidates for permanent employment against the said posts.

vi. Prospective candidates are advised to stay in touch with **WDRA's website** regularly for latest update- 'www.wdra.gov.in'

Applications along with supporting documents should reach WDRA **on or before 28.10.2026**.

WDRA reserves the right to increase/decrease the number of vacancies or not to fill any or all of the advertised position without assigning any reason.

WAREHOUSING DEVELOPMENT AND REGULATORY AUTHORITY

Format of Application

1. Category (SC/ST/OBC/UR): _____
2. Gender (Male/Female): _____
3. Name of the candidate: _____
(In block letters)
4. Father's/Husband's Name: _____
(In block letters)
5. Date of birth (DD/MM/YY) _____
6. Age (as on closing date of application) _____
7. Address for communication:

Photo

Signature

8. Email ID: _____

9. Contact number: a) Landline _____ b) Mobile _____

10. a) Educational/Professional/Technical qualification (Starting from class 10th onwards) (enclose self-certified copies)

Examination passed	Discipline/ Specialization/ Subject	Board/University	Year of Passing	Percent age of marks	Division	Any other information

b) Experience starting from previous to present (Total Experience ____ Years ____ Months)

(Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.) Enclose relevant orders and retirement orders.

Note: Experience must be acquired by the candidates after possessing the educational qualification as specified for the concerned post. Further, internship, training, research

experience, etc. gained in the course of acquiring an educational qualification will not be counted as experience.

Employer's Name & Address (also indicate whether Central Govt. /State Govt. /PSU)	Designation	From	To	Brief Description of duties

c) Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

11. Have you ever been convicted/ in progress by a court of law for any offence or blacklisted for future assignment or in process, if so, details thereof: _____

12. I declare that no criminal/vigilance proceeding is in progress against the undersigned.

Declaration to be signed by the candidate

I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief and nothing material fact/information has been suppressed or concealed there from. If particulars mentioned by me are found false or incorrect at any stage, then my services shall be liable to be terminated without any notice.

PLACE:

SIGNATURE OF THE APPLICANT

DATE:

NAME: