

Advt. No. INDAl/24/2025-INDAI

India AI Division

Digital India Corporation

Electronics Niketan, 6, CGO Complex Lodhi Road, New Delhi – 110003

Website: www.indiaAI.gov.in/ www.dic.gov.in

Web Advertisement

07.09.2026

Ministry of Electronics, and Information Technology, MeitY, has established India AI Independent Business Division (India AI) under Digital India Corporation for implementing the India AI mission. The India AI Mission aims to create a robust ecosystem that accelerates AI innovation through strategic initiatives and collaborations spanning both public and private domains. By democratizing access to computing resources, enhancing data quality, nurturing homegrown AI expertise, attracting top talent, fostering industry partnerships, supporting startup ventures, promoting socially impactful AI projects, and emphasizing ethical practices, the mission seeks to foster responsible and inclusive growth within India's AI landscape. Government of India has recently approved the IndiaAI Mission to democratize access to AI innovation pillars and ensure global competitiveness of India's AI ecosystem catalyzing AI innovation through strategic programs and partnerships across the public and private sectors. By democratizing computing access, improving data quality, developing indigenous AI capabilities, attracting top AI talent, enabling industry collaboration, providing startup risk capital, ensuring socially impactful AI projects and bolstering ethical AI, it will drive responsible, inclusive growth of India's AI ecosystem.

India AI is currently inviting applications for the below position purely on Contract/ Consolidated basis.

Sr.No	Name of the Post	No. of Position
1.	Manager – Legal	1

The place of posting shall be in New Delhi but transferable to project locations of IndiaAI as per existing policy of IndiaAI.

The details can be downloaded from the official website of DIC, NeGD & MeitY, viz. www.dic.gov.in, www.negd.gov.in and www.meity.gov.in

Eligible candidates may apply ONLINE: <https://ora.digitalindiacorporation.in/>

Last date for submission of application: **21.09.2026**

About India AI

The IndiaAI Mission aims to build a comprehensive ecosystem that fosters AI innovation by democratizing computing access, enhancing data quality, developing indigenous AI capabilities, attracting top AI talent, enabling industry collaboration, providing startup risk capital, ensuring socially impactful AI projects, and promoting ethical AI. This mission drives responsible and inclusive growth of India's AI ecosystem through seven pillars.

About DIC

The Digital India Corporation (formerly Media Lab Asia) has been set up by the Ministry of Electronics and Information Technology (MeitY), Government of India, to innovate, develop and deploy ICT and other emerging technologies for the benefit of the common man. Digital India Corporation plays the role of a leader in promoting e-Governance by taking forward the projects and activities of the Digital India Programme, to facilitate its stakeholders to realise its goals. It also provides strategic support to Ministries & Departments, both at the Central and State level for carrying forward the mission of the Digital India Programme by way of Capacity Building for e-Governance projects, promoting best practices, encouraging Public-Private Partnerships (PPP), nurturing innovation and technology in various domains. Digital India Corporation has several Independent Business Divisions under it and these include NeGD, MyGov, Bhashini, ISM, IndiaAI and MSH.

More details can be seen at <https://dic.gov.in/>

Job Description: Manager – Legal

Project	: IndiaAI
Number of Position	: 1
Reporting to	: GM – Safe & Trust
Place of Posting	: Delhi NCR

About the Role

The **Manager – Legal** will provide comprehensive and strategic legal advisory support to IndiaAI across corporate, commercial, contractual, regulatory, procurement, employment, intellectual property, technology, data protection and governance matters. The incumbent will act as a key legal partner to senior management and internal stakeholders, ensuring that organizational activities, projects, partnerships, procurements and strategic initiatives are structured and implemented in accordance with applicable laws, rules, regulations, Government orders, policies and contractual obligations.

The role will have a strong focus on legal research and statutory interpretation, drafting, review and negotiation of contracts and legal instruments, contract lifecycle management, legal due diligence, regulatory advisory, legal risk management and development of legal policies, frameworks and standard contractual positions. Given the technology-focused mandate of IndiaAI, the role will also provide legal support on Artificial Intelligence, emerging technologies, data protection and privacy, intellectual property, technology licensing and digital governance.

The position is primarily focused on non-litigation legal advisory, transactional, contractual, regulatory and governance functions.

Role Focus

This position is focused on corporate/commercial legal advisory, contracts, procurement, regulatory matters, technology and AI law, data protection, intellectual property, legal due diligence, compliance, governance and legal risk management. The role does not include responsibility for litigation management, court appearances, pleadings, arbitration proceedings, dispute resolution proceedings or representation before judicial/quasi-judicial forums.

Roles & Responsibilities

1. **Legal Advisory:** Provide high-quality legal advice and written opinions to senior management and internal stakeholders on corporate, commercial, contractual, regulatory, procurement, employment, service, intellectual property, technology, data protection, privacy and governance matters.
2. **Contract Drafting, Review & Negotiation:** Draft, review, vet and negotiate agreements, contracts, MoUs, NDAs, SLAs, consultancy agreements, service agreements, vendor agreements, licensing agreements, partnership/collaboration agreements, work orders, statements of work and other transaction-related documents.
3. **Contract Lifecycle Management:** Lead and oversee end-to-end contract lifecycle management, including legal review, risk identification, negotiation of legal and commercial terms, execution, amendments, renewals, termination and closure of contractual arrangements, while maintaining appropriate contractual records and controls.
4. **Legal Research & Statutory Interpretation:** Conduct detailed legal research and interpret applicable Central and State laws, rules, regulations, notifications, circulars, Government orders, policies, guidelines and regulatory developments relevant to the organization's operations and projects.
5. **Regulatory Compliance:** Advise business and functional teams on applicable statutory and regulatory requirements and support development, implementation and review of appropriate legal and compliance frameworks.
6. **Government Procurement & Tender Advisory:** Provide legal support for procurement processes, including RFPs, EOIs, bid documents, eligibility conditions, evaluation frameworks, tender conditions, contractual clauses, SLAs and related procurement documentation. Review indemnities, warranties, liabilities, performance obligations, termination provisions and other legal/commercial terms.
7. **Legal Due Diligence:** Undertake legal due diligence for strategic projects, technology initiatives, partnerships, procurements, grants, investments, leases, licensing arrangements, vendors and other organizational transactions or engagements.
8. **Legal Risk Management:** Identify, assess and mitigate legal and contractual risks arising from organizational activities, projects, procurements, partnerships and business arrangements, and recommend appropriate safeguards, protections and risk-allocation mechanisms.
9. **Intellectual Property:** Advise on intellectual property matters, including ownership, protection, licensing, assignment, transfer, commercialization and use of intellectual property, software, technology, content, datasets and other intangible assets.
10. **Technology & AI Legal Advisory:** Advise on legal and regulatory considerations relating to Artificial Intelligence, emerging technologies, technology partnerships,

digital platforms, software and technology-enabled initiatives, including responsible use and contractual/regulatory implications.

11. **Data Privacy & Protection:** Provide legal guidance on data protection, privacy, data sharing, processing, consent, confidentiality, data security obligations and related contractual requirements, including review of relevant data protection clauses and arrangements.
12. **Employment & Service Matters:** Provide legal advisory support on employment contracts, service conditions, HR policies, disciplinary frameworks, confidentiality obligations, intellectual property ownership, employee-related agreements and other employment/service documentation, in accordance with applicable laws and organizational policies.
13. **Policy, Framework & SOP Development:** Support formulation, review and implementation of legal policies, governance frameworks, contractual templates, standard clauses, standard operating procedures and internal legal/compliance mechanisms.
14. **Legal Documentation & Opinions:** Prepare legal opinions, advisory notes, policy briefs, legal review notes, contractual templates, compliance notes and other legal documentation required by management and internal stakeholders.
15. **Regulatory Monitoring & Updates:** Track developments in legislation, regulations, Government policies, notifications and legal frameworks and assess their implications for IndiaAI, providing timely updates and recommendations.
16. **Stakeholder & External Counsel Coordination:** Coordinate, as required, with external legal counsel, law firms, Government Ministries/Departments, statutory and regulatory authorities, consultants, industry partners, technology organizations and other stakeholders for legal opinions, regulatory interpretation, documentation and specialized legal assignments.

Education Qualifications

1. Bachelor's Degree in Law (LL.B.) from a recognized University is mandatory.
2. Master's Degree in Law (LL.M.) from a recognized University is preferred.

Desirable Skills & Experience

1. Minimum 6+ years of post-qualification experience in legal advisory, corporate/commercial law, contracts and regulatory matters, preferably with a Government organization, PSU, statutory/autonomous body, regulatory authority, reputed law firm, large corporate or technology-driven organization.
2. Strong hands-on experience in drafting, reviewing, vetting and negotiating complex commercial and institutional contracts, agreements, MoUs, NDAs, SLAs, licensing arrangements, partnership/collaboration agreements and other legal instruments.
3. Demonstrated experience in end-to-end contract lifecycle management and management of contractual risks, obligations and rights.
4. Strong experience in Government procurement, tenders, RFPs, EOIs, bid documentation and procurement-related contractual/legal matters.
5. Sound knowledge of Contract Law, Corporate/Companies Law, Administrative Law, Labour & Employment/Service Laws, Intellectual Property Laws, Information Technology/Technology Laws, Data Protection & Privacy and other applicable statutes and regulatory frameworks.

6. Experience in technology, software, AI, data, privacy, intellectual property, digital platforms or emerging technology-related legal matters will be highly desirable.
7. Experience in legal due diligence, legal risk assessment and development of legal policies, frameworks, SOPs and standard contractual clauses.
8. Strong understanding of Government rules, notifications, procurement procedures, public-sector contracting and regulatory frameworks.
9. Excellent legal research, statutory interpretation, legal drafting, contract negotiation, analytical and problem-solving skills.
10. Ability to translate complex legal provisions and risks into clear, practical and operationally relevant advice for senior management and non-legal stakeholders.
11. High standards of professional ethics, integrity, confidentiality, independence and sound legal judgment.
12. Proficiency in legal research tools, MS Office applications, document management systems and contract management/legal knowledge repositories.

General Conditions applicable to all applicants covered under this advertisement:

1. Those candidates, who are already in regular or contractual employment under Central/State Government, Public Sector Undertakings or Autonomous Bodies, are expected to apply through proper channel or attach a 'No Objection Certificate' from the employer concerned with the application OR produce No Objection Certificate at the time of interview.
2. India AI reserves the right to fill all or some or none of the positions advertised without assigning any reason as it deems fit.
3. The positions are purely temporary in nature for the project of India AI and the appointees shall not derive any right or claim for permanent appointment at IndiaAI or any vacancies existing or that shall be advertised for recruitment by India AI in future.
4. Screening of applications will be based on qualifications and relevant experience. India AI reserves the right to fix higher threshold of qualifications and experience for screening and limiting the number of candidates for interview.
5. Only shortlisted candidates shall be invited for interviews. IndiaAI reserves the right to not to select any of the candidates without assigning any reason thereof.
6. India AI reserves the right to terminate the appointments of all positions with a notice of one month or without any notice by paying one month's salary in lieu of the notice period.
7. The maximum age shall be as on the last date of receipt of the applications.
8. In case of a query, the following officer may be contacted at:

HR Division
India AI Division
4th Floor, Electronics Niketan 6-CGO, Complex Lodhi Road, New Delhi – 110003
Email: hrd-ai@indiaai.gov.in