



**HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA**  
**16 MILE, SHIMLA-MANDI NATIONAL HIGHWAY, GHANDAL**  
**DISTRICT SHIMLA, HIMACHAL PRADESH-171014**  
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**No. 40-1/22-HPNLU(Project)- 1095**

**Dated: - 29.08.2023**

**ADVERTISEMENT NOTICE (Requirement of Clerk for Three Months)**

The University is undertaking a Project namely **“Role of Pro-bono Lawyering in Ensuring Access to Justice: A Study with Special Reference to State of Himachal Pradesh, Haryana, Punjab, Union Territory of Chandigarh and Union Territory of Jammu and Kashmir.”** The Project is in the final stage of completion.

In this regard, applications are invited for filling up the Post of Clerk through Walk-in-Interview scheduled to be held on 03<sup>rd</sup> September, 2023 at Himachal Pradesh National Law University, Shimla. The Reporting Time is 09:00 A.M.

The interested candidates (minimum Educational Qualification is 10+2) are required to fill the application form in the prescribed format which shall be available at the Reception Counter of the University and bring the hardcopy of testimonials/certificates/documents on the date of the Interview.

**The Clerical staff shall be required to do the following tasks:**

- (i)** Data Entry.
- (ii)** Data Tabulation and Preparation of Documents.
- (iii)** Writing of the Report.
- (iv)** Any other task assigned to the staff by the members of the Project Team for the purposes of completing the project.

**The project report is to be submitted in the Month of November, 2023, and the post is for three months viz. September, October and November, 2023.**

The Clerk shall be paid a consolidated sum of Rs. 20,200/- per month.

The selection will be based on following criteria:

- (a) Typing Test**
- (b) Personal Interview**

**Sd/-**

**Prof. (Dr.) Chanchal K. Singh**  
**Principal Investigator**  
**(Prof. of Law)**  
**HPNLU, Shimla**