



Recruitment of Legal Officer for
National Internet Exchange of India

June 2013

National Internet Exchange of India
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www.registry.in
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1. Introduction

THE NATIONAL INTERNET EXCHANGE OF INDIA, a not-for-profit organization under section 25 of the Companies Act 1956, was established on June 19, 2003 with the purpose of establishing and setting up Internet Exchange connectivity between the ISPs and ultimately retail internet user so as to provide the services at a faster speed and cheaper price. Details of Internet Exchange are available on www.nixi.in . Since 1st January 2005, NIXI is also acting as the national Internet Registry for .IN domain names. Details of this activity are available on www.registry.in. Another activity being carried out by NIXI is that of National Internet Registry (NIR).The NIR has been named as the Indian Registry for Internet Names and Numbers (IRINN).Details are available on www.irinn.in.

For handling the legal affairs of NIXI, the services of a legal officer are required. This advertisement seeks e a suitable and well qualified candidate for the post of legal officer at NIXI. It is advised that the candidate should before applying for this post learn more about NIXI and its operations by visiting the aforementioned websites.

2. Educational Qualification and Experience required for Legal Officer NIXI

2.1 Essential Educational Qualification and Experience

a) Bachelor of Laws LLB (3years/ 5 years) from an Institute recognized by the Bar Council of India., Post- graduation qualification in Law is desirable. b) Minimum experience of ten years in legal matters in the area of litigation and/or non-litigation.

e) Good knowledge of the Arbitration and Conciliation Act 1996 with special reference to domain name dispute resolution cases, .INDRP/UDRP/ICANN policies, IPR legislations and Company law.

2.2 Desirable Educational Qualification and Experience

a) Post-graduation qualification in Law (LLM/M.Phil/Ph.D).

(b) Experience of drafting and vetting technology-related contracts, RFPs, MoU etc.

(c) Knowledge of laws related to Internet information and communication technologies(ICTs) etc.

2.3 Age Limit

Person seeking the post of the Legal officer should be a Citizen of India and the upper-age limit is 40 years as on 30 June 2013.

3. Duties of the legal Officer at NIXI include:

Keeping abreast of the techno-legal development in the areas of Internet domain and other resources

- a) Receiving and acknowledging domain dispute complaints, and allotting such complaints to the empanelled Arbitrators as per policy of NIXI.
- b) Keep track of progress on the complaints received by interacting with the appointed Arbitrators.
- c) Updating NIXI web site by uploading the awards of the Arbitrators.
- d) Drafting and vetting of legal Agreements, Policies and other legal instruments.
- e) Interacting/dealing with statutory Authorities
- f) Any other responsibility as may be assigned by the NIXI management from time-to-time.

4. Application format

<u>Application Form</u>		
1.Name	Age.....yearsmonths (as on 30 th June 2013).Date of Birth.....	
2.Father’s Name/Mother’s Name		
3.Present Address		
4. Permanent Address		
4.Telephone (R)	(Off)	Mobile
5.E-Mail		
6.Details of Essential & Desirable Qualifications:		
7.Details of enclosures on relevant educational qualifications and experience certificates (self-attested)		
Declaration		
I Mr./Mrs./Ms./Dr. _____ certify that details provided by me are correct. I understand that if any of these are found to be false at any point of time, my		

application/appointment is liable to be cancelled.

(Signature)

Date:

Place

5. General Instructions/Information

- a) One hard copy and one soft copy of completed application form along with all the relevant enclosures should be addressed to CEO NIXI on or before 10 July 2013. Applications received after this date shall not be considered. NIXI shall not be responsible for any postal delays.
- b) Please submit only self-attested photocopies of relevant educational and experience certificates.
- c) After receiving the applications, NIXI will internally screen of the applications and only short-listed candidates will be intimated..
- d) TA/DA will be paid for outstation candidates as per NIXI norms.
- e) The selected candidate will be sent an offer letter for acceptance. The letter will contain all the terms and conditions for the post of legal officer NIXI. Estimated CTC is Rs 50,000/- per month.
- f) The post of Legal Officer (NIXI) will be a contractual post for 3 years. His/her appointment to the post of Legal Officer (NIXI) will be confirmed only he/she has successfully completing the probation period of six (06) months.
- g) The selected candidate will be offered position only after he/she has cleared the prescribed medical tests/examination and police verification.