



National Law University and Judicial Academy, Assam

Hajo Road, Amingaon, Kamrup, Guwahati-31 (Assam)

ADVERTISEMENT NOTICE

No. NLUJAA/RO/F/CONT-RECRUITMENT/2025/146 /259

Date: October 23, 2025

Engagement of Training and Placement Facilitator (Contractual)

National Law University and Judicial Academy, Assam invites applications from eligible and interested candidates for engagement to the post of **Training and Placement Facilitator** on a contractual basis. The position carries a **negotiable remuneration**, commensurate with the qualifications, experience, and professional credentials of the candidate.

1. Essential Qualifications and Experience

- Bachelor's Degree in Law or any discipline from a recognized University.
- Minimum of **5 years' experience** in student career facilitation, corporate liaising, or placement coordination, preferably in reputed institutions of higher education.
- **Prior experience in facilitating placement of law graduates**, particularly from National Law Universities (NLUs), will be given preference.
- Excellent communication, networking, and organizational skills.

2. Desirable Qualifications

- Master's Degree in Law, Management, or Human Resource Development.
- Familiarity with the structure of legal education, professional regulatory bodies, and recruitment processes in the legal and corporate sectors.

3. Job Description

The Training and Placement Facilitator shall be responsible for—

1. Developing and maintaining effective liaison with law firms, corporate entities, government organizations, judicial institutions, and NGOs for student internships and final placements.

2. Organizing pre-placement training, workshops, and soft skill development sessions for students.
3. Coordinating campus recruitment activities and maintaining a database of potential recruiters.
4. Assisting the University in drafting and implementing placement policies and outreach strategies.
5. Preparing periodic reports and documentation relating to placement activities and outcomes.
6. Undertaking any other duties as may be assigned by the University in furtherance of student career development and institutional outreach.

4. Tenure and Remuneration

- The appointment shall be purely **contractual** and initially for a period of **one year**, which may be extended based on performance and institutional requirements.
- **Remuneration** shall be **negotiable**, based on qualifications and experience.

5. Application Procedure

Interested candidates may submit their applications, along with a detailed Curriculum Vitae (CV), copies of relevant testimonials, and a recent passport-size photograph, to:

The Registrar

National Law University and Judicial Academy, Assam
Hajo Road, Amingaon, Guwahati-781031

Note:

*The application should reach the University **on or before November 10, 2025 (5:00 p.m.)**. Applications may also be sent via email to: **registrar@nluassam.ac.in***

Only shortlisted candidates shall be called for interview. No TA/DA will be paid for attending the same.

Sd/-

(Registrar)

National Law University and Judicial Academy, Assam