



ANDHRA UNIVERSITY

VISAKHAPATNAM, ANDHRA PRADESH, INDIA
NAAC – Accredited "A⁺⁺" Grade with a CGPA of 3.74 out of four point scale
"ISO 9001 : 2015 Certified"

No. Legal Cell/LC/2026

Date: 31-01-2026

NOTIFICATION

Andhra University invites applications for temporary engagement of services to the position of Legal Consultant to work at Andhra University, Visakhapatnam purely on Consolidated Pay for period of one year. Consolidated pay will be fixed based on the experience.

The details can be downloaded from "jobs" tab at the University website: www.andhrauniversity.edu.in. Candidates are advised to visit the website for time to time for updates.

The interested eligible candidates have to appear with bio-data along with relevant original certificates (carry 1-set of photo copies and 2 passport size photographs) for the interview tentatively scheduled on **06-02-2026** from 10.30 A.M to 12.30 P.M in the Executive Council Hall, Central Administrative Office, Andhra University, Visakhapatnam 530003

Note:

The University reserves the right to fill or not to fill the above temporary position without giving any reason whatsoever.

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ANDHRA UNIVERSITY

VISAKHAPATNAM-530 003

REQUIREMENTS OF LEGAL CONSULTANT

Essential Qualifications

Education: LLB (Bachelor of Laws) or LLM (Master of Laws) from a recognized institution.

Experience: 3-5+ years in legal practice, drafting documents, handling court cases, arbitration, or government/quasi-judicial bodies.

Desirable Skills & Experience

Drafting: Proficient in drafting legal documents, contracts, agreements.

Computer Skills: Strong knowledge of MS Office (Word, Excel, PowerPoint).

Duties: To work with A.U on full time basis to Prepare Counter Affidavits, Legal Opinions, RTI Replies, and MOU's and also to look after the status of Local court and High Court Pending Cases