



**SIR M.VISVESVARAYA
INSTITUTE OF TECHNOLOGY**



**KRISHNADEVARAYA COLLEGE OF
DENTAL SCIENCES & HOSPITAL**



**SIR M.VISVESVARAYA
SCHOOL OF ARCHITECTURE**



INVITES APPLICATIONS FOR THE POST OF LEGAL HEAD

Educational qualification: Bachelor's Degree in Law (LLB) (Mandatory), Master's Degree in Law (LLM) (Preferred)

Salary: Salary will not be a constraint for the right candidate.

Required Experience:

- Minimum 8-15 years of relevant legal experience
- Prior experience in an educational institution/university preferred
- Experience in litigation, regulatory compliance, and contract management

Preferred Location: Bengaluru

Age Group: Under 50 years

Roles and Responsibilities:

- Responsible for Legal Advisory & Compliance - education laws, labour laws, data protection, and other applicable regulations.
- Responsible for development and implementation of legal compliance frameworks and internal policies.
- Responsible for Coordination with external advocates, law firms, and government authorities in handling legal notices and issues.
- Responsible for Draft, review, and vet contracts, MoUs, agreements, leases, licenses, vendor contracts, and consultancy agreements.
- Responsible for representing institution before courts, tribunals, and statutory authorities when required.
- Responsible in ensuring legal compliance in disciplinary proceedings, service matters, and grievance redressal.
- Responsible in ensuring compliance with Karnataka State Revenue Department rules & regulations.
- Responsible in ensuring compliance with all Indian Laws ie., Civil, Criminal, Labour including Shops & Establishment Act
- Responsible in handling RTI matters, data privacy, and intellectual property issues.

Required Key Skills:

- Strong knowledge of Indian education laws and regulations
- Excellent drafting, negotiation, and communication skills
- Ability to manage multiple legal matters independently
- High ethical standards and confidentiality

Eligible candidates may apply with a detailed CV and supporting documents within 7 days from the date of this advertisement.

Campus: Hunasamaranahalli, Off Kempegowda International Airport Road, Bengaluru -562 157

Sri Krishnadevaraya Educational Trust

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