



<b>About IIMB</b>	The Indian Institute of Management Bangalore (IIMB) is a leading graduate school of management in Asia. Under the IIM Act of 2017, IIMB is an Institute of National Importance.
<b>Industry/Service</b>	Higher Education
<b>Post/Job Title</b>	<b>Consultant (Part-Time) – Court Coordination</b>
<b>Job Purpose</b>	The Legal Consultant will be responsible for representing and assisting the organization in courts, tribunals, and statutory authorities. The role includes attending Court hearings, coordinating with external advocates and reporting to the internal team. Maintaining complete legal files and preparing briefs for all legal cases.
<b>Job Type</b>	Consultant (Part-time)
<b>Job Location</b>	IIMB Bannerghatta campus and IIMB School of Multidisciplinary Studies, Jigani, Bangalore
<b>Principal Accountabilities &amp; Responsibilities</b>	<ul style="list-style-type: none"><li>Attend court hearings on behalf of the Institute before all the Courts.</li><li>Coordinate with Senior and Junior Advocates and represent the Institute for routine court appearances.</li><li>Update the full-time legal team of IIMB after each hearing on the status, outcome, next date of hearing, and further course of action.</li><li>Send email updates on ongoing matters, including hearing details and case progress.</li><li>Prepare and maintain updated case briefs for all matters.</li><li>Collect all pleadings, orders, and related documents from advocate firms.</li><li>Maintain case files in an orderly and systematic manner with proper documentation.</li><li>Attend the Institute at least once a week and report to the full-time legal team of IIMB on all ongoing and upcoming hearings.</li></ul>
<b>Key Skill and Ability Requirements</b>	<ul style="list-style-type: none"><li>Sound knowledge of Indian laws and court procedures.</li><li>Proficiency in Kannada is mandatory.</li><li>Candidates should be able to read, write, and speak Kannada, Hindi, and English fluently. Ability to independently communicate with Advocates and the internal legal team of IIMB regarding court hearings.</li><li>High level of integrity, confidentiality, and professional ethics.</li><li>Good organize hearings and time management abilities.</li></ul>
<b>Qualification and Personal Profile</b>	<ul style="list-style-type: none"><li>Bachelor's degree in law (LLB) from a recognized university.</li><li>Enrolment with the Bar Council of India is mandatory</li></ul>
<b>Compensation</b>	<ul style="list-style-type: none"><li>The consultant fee for office visits and court visits will be fixed based on the number of office visits, court hearings, and based on the candidate's profile.</li></ul>

Interested candidates may fill the application using the link: [here](#)

The closing date for applications is 17<sup>th</sup> February 2026. Only shortlisted candidates will be intimated. It is mandatory to fill in all the fields and the following documents are required to be uploaded while submitting the application.

- 10<sup>th</sup> & 12<sup>th</sup> Marksheets.
- Diploma/Graduation – All semester wise Marksheets & Final Degree/ Graduation Certificate.
- All experience letters.
- Recent 3 months' payslips or 3 months' income proof.
- If you have undergone any training, kindly attach the training certificates.

**Applications without these documents will be treated as incomplete and will not be considered.**