

Fe *Subcommittee, HMRD*
F.No.8-44/2004-D- IV (L)
Government of India
Ministry of Human Resource Development
Department of Higher Education
Language Division

New Delhi, dated 21st May 2008

OFFICE MEMORANDUM

Subject: Filling up of the posts of Director (Rs.18400-500-22400) Registrar(Rs.12000-420-18300) and Finance Officer(Rs.10000-325-15200) under CICT, Chennai.

Applications are invited from eligible candidates for filling up following posts on deputation basis under Central Institute of Classical Tamil (CICT), Chennai, an autonomous body under Ministry of Human Resource Development:

1. Director (Rs.18400-500-22400)- One post
2. Registrar (Rs.12000-420-18300)- One post
3. Finance Officer (Rs.10000-325-15200)-One post

2. The details of the posts and eligibility conditions are given in Annexure I. Proforma of application is give at Annexure-II.

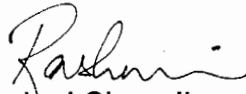
3. The officers selected for appointment will be treated on deputation/re-employment as the case may be and will be governed as per existing rules. The officers once selected will not be allowed to withdraw.

4. The vacancy may please be circulated amongst suitable persons and applications (in duplicate) in the proforma in Annexure-II alongwith complete and upto date CR of suitable persons who could be spared in the event of their selection, may be sent to the Ministry of Human Resource Development, Department of Higher Education, within 45 days of the date of advertisement.

5. While forwarding the applications, it may please be verified and certified that the particulars furnished by the candidates are correct and no disciplinary actions are pending or contemplated against the officers. The integrity of the officers may also be certified.

6. Incomplete applications and those not accompanied by CR dossiers will not be considered.

Encl: As above.


(Rashmi Chowdhary)
Director to the Government of India
Tel: 23070989

Copy to:-

1. All Ministries and Departments of the Government of India.
2. Chief Secretaries all States/UTs.

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3. Vice Chancellors all Central Universities.
4. University Grants Commission, New Delhi for circulating to Universities under UGC.
5. Copy for information and necessary action to Ministry of Information and Broadcasting, Shastri Bhawan, New Delhi. The Ministry is requested to kindly help for arranging suitable publicity in newspapers including Employment News and Air Media about this vacant post.
6. Director General, DAVP, Phase IV Soochna Bhawan, CGO Complex, New Dehi with the request to publish the vacancy in the next edition of 'Employment News'.
7. Copy for information to the Chief Minister of Tamil Nadu(as Chairman, CICT), Sectt. Chennai.
8. Secy. Tamil Development, Religious Endowments and Information Department, Sectt. Chennai.
9. Under Secretary (E.I), Ministry of Human Resource Development, Department of Education, Shastri Bhawan, New Delhi.
10. Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi.
11. Director General of Resettlement, R.K. Puram.
12. Director, CIIL Mysore
13. PS to HRM
14. PS to Secy(HE)



(Rashmi Chowdhary)

Director to the Government of India

Details of posts and eligibility conditions

(I)

(i)	Name of the post :	Director, Central Institute of Classical Tamil (CICT), Chennai.
(ii)	Scale of Pay	18400-500-22400
(iii)	No of Vacancy	One
(iv)	Place of Posting	Chennai
(v)	Age Limit	Not exceeding 56 years as on the date of calling of application.
(vi)	Eligibility of deputation	<p>From amongst officers of Central/State Governments or Union Territories or Autonomous organizations/Statutory Bodies of Central or State Governments:</p> <p>1. Holding analogous posts on a regular basis; or</p> <p>2. With 2 years regular service in the scale of pay of Rs.16400-20000 or equivalent. or</p> <p>3. With 3/8 years regular service in the scale of pay of Rs..14300-18300/Rs.12000-16500/-.</p> <p>and</p> <p>possessing following essential qualifications:</p> <p>1. Doctorate Degree in Tamil or Linguistics (with Tamil background) from a recognized university or equivalent.</p> <p>2. 18 Years experience of Teaching and/or Research in a recognized College /University including 5 years administrative experience in an educational institution.</p> <p>3 Evidence of published papers in the field of Tamilology, and especially Classical Tamil</p>
		<p>Explanation</p> <p>Administrative experience” means experience as head of an academic institution (including Head of Department in a College or University).</p>

		Or
		Experience in administrative capacity in a Government local body or autonomous organization, preferably connected with the area of education/languages.
		<p>Desirable Qualifications</p> <p>1. Experience of guiding doctoral candidates or research projects in the field of Tamil Language or literature</p> <p>2. Proficiency in more than one Indian Language and English.</p>
(vii)	Tenure of Appointment	Not exceeding 3 years. The term may be extended at the discretion of the Central Government upto a maximum of five years or until the incumbent attains superannuation prescribed for Central Government employees, whichever is earlier.

(II)

(i)	Name of the post	Registrar , Central Institute of Classical Tamil (CICT), Chennai.
(ii)	Scale of Pay	12000-420-18300
(iii)	No of Vacancy	One
(iv)	Place of Posting	Chennai
(v)	Age Limit	Not exceeding 56 years as on the date of calling of application.
(vi)	Eligibility of deputation	<p>From amongst officers of Central/State Governments or Union Territories or Autonomous organizations/Statutory Bodies of Central or State Governments:</p> <p>1. Holding analogous posts on a regular basis;</p> <p style="text-align: center;">or</p> <p>2. With 5 years regular service in the scale of pay of Rs.10,000-15200/- or equivalent with administrative experience.</p> <p style="text-align: center;">or</p> <p>3. With 8 years regular service in the scale of pay of Rs.8000-13500/-- with administrative experience</p> <p style="text-align: center;">and</p> <p style="text-align: center;">Possessing following essential qualifications:</p> <p>1. A post graduate degree from a recognized University with at least 55 % marks or its equivalent grade of B in the UGC seven point scale.</p>

		<p>2. At least 10 Years administrative experience in an educational institution.</p> <p style="text-align: center;">Or</p> <p>Comparative experience in research establishment and /or other institutions of higher education.</p>
		<p>Explanation</p> <p>"Administrative experience" means Experience in administrative capacity in a Government local body or autonomous organization, preferably connected with the area of education/languages.</p>
		<p>Desirable Qualifications</p> <p>Working Knowledge of Tamil Language.</p>
(vii)	Tenure of Appointment	Not exceeding 3 years. The term may be extended at the discretion of the Central Government upto a maximum of five years or until the incumbent attains superannuation prescribed for Central Government employees, whichever is earlier.

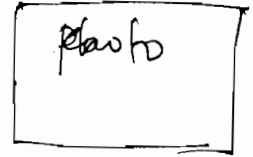
(III)

(i)	Name of the post	Finance Officer , Central Institute of Classical Tamil (CICT), Chennai.
(ii)	Scale of Pay	Rs. 10000-325-15200
(iii)	No of Vacancy	One
(iv)	Place of Posting	Chennai.
(v)	Age Limit	Not exceeding 56 years as on the date of calling of application.
(vi)	Eligibility of deputation	<p>From amongst officers of Central/State Governments or Union Territories or Autonomous organizations/Statutory Bodies of Central or State Governments.</p> <p>1. Holding analogous posts on a regular basis;</p> <p style="text-align: center;">or</p> <p>2. With 5 years regular service in the scale of pay of Rs.8000-275-13500 or equivalent</p> <p style="text-align: center;">or</p> <p>3. With 8 years regular service in the scale of pay of Rs..7500-250-12000 or equivalent;</p> <p style="text-align: center;">and</p>

		<p>4. Possessing a degree from a recognized university or equivalent with 5 years experience in administration,, budget and accounts work. Deputation/ Re-employment Period of deputation including period of deputation in another ex-cadre posts held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall ordinarily not to exceed three years.</p>
(vii)	Tenure of Appointment	<p>Not exceeding 3-years. The term may be extended at the discretion of the Central Government upto a maximum of five years or until the incumbent attains superannuation prescribed for Central Government employees, whichever is earlier.</p>

ANNEXURE -II

PROFORMA OF APPLICATION



- i) Name _____
- ii) Designation _____
- iii) Basic Pay _____
- iv) Permanent post held, if any _____
- v) Date of regular appointment to present grade _____
- vi) Date of entry in Government service _____
- vii) Date of Birth _____
- viii) Educational qualifications (including details of training under gone, if any _____
- ix) Details of last deputation (if any) and the date of return from last deputation _____
- x) Details of experience as Grade-I/Section Officer in Government/Autonomous body _____
- xi) History of service _____
- xii) Whether SC/ST _____
- xiii) Any other relevant information _____

Place:

Date:

Signature of candidate

Remarks of Controlling Authority:

Forwarded. The information furnished above has been checked from the relevant records and found to be correct. His CR folder is also sent herewith.

Signature of Controlling Authority
Designation