

No.F.1/11-285/2014/Estt./

Central Institute of Indian Languages
Ministry of Human Resource Development, Government of India
Manasagangotri, Mysore – 570 006

Dated: 30 March 2016

NOTIFICATION

Applications are invited from retired government employees of Central Government Ministries/Departments and its Attached and Subordinate offices, Autonomous/Statutory Bodies, PSU, etc. with Grade Pay of Rs. 8700/- and above and at least 15 years' experience in the areas of work as mentioned in the Scope of Work for engagement as Senior Consultant on contract basis for a period of one year. The consolidated remuneration to be paid to the Senior Consultant is Rs.75,000/- per month. The proforma of application and Terms of Reference for engagement of Senior Consultant are given on the website of Central Institute of Indian Languages, www.ciil.org. The last date of submission of application is **12th April 2016**.

Sd/-
Assistant Director (Admin.) i/c

CENTRAL INSTITUTE OF INDIAN LANGUAGES, MYSORE

Terms of Reference for Appointment as Senior Consultant

The Central Institute of Indian Languages (CIIL), Mysore, a subordinate office of the MHRD, Dept. of Higher Education, Govt. of India, requires services of one (01) individual expert for engagement as Senior Consultant on contract basis.

1. Scope of Work: The Senior Consultant would help the Director/Institute in the following matters:

- (i) Legal, quasi-legal matters of the Institute.
- (ii) Supervision of the work related to Establishment such as amendment of recruitment rules, maintaining rosters, recruitment, etc.
- (iii) Training of administrative staff.
- (iv) Implementation of Official Language Policy.
- (v) Supervision of academic programs and financial matters of the Institute.
- (vi) Preparation and implementation of the budget.
- (vii) RTI related matters.
- (viii) Matters related to Official Language Policy.

2. Eligibility:

Retired government employees of Central Government Ministries/Departments and its Attached and Subordinate offices, Autonomous/Statutory Bodies, PSU, etc. with Grade Pay of Rs. 8700/- and above, and at least 15 years' experience in the areas of work as mentioned in the Scope of Work.

3. Age Limit: Not more than 65 years as on 1st April 2016.

4. Period of engagement: This contractual appointment is for a limited period of one year to start with and it will not confer any right or privileges on the appointee for regular appointment. The engagement of Senior Consultant is of a temporary (non-official) nature and the appointment can be cancelled at any time by the Institute without assigning any reason.

The assignment is on a full time basis and the Senior Consultant will be required to attend the office on all the working days or on holidays, if required, on account of exigencies of work, for which no additional remuneration will be paid.

5. Remuneration: The consolidated fee to be paid to the Senior Consultant will be Rs. 75,000/- (Rupees seventy five thousand only) per month.

- 6. Drawal of Pension:** A retired Government Official engaged as Senior Consultant shall continue to draw pension and dearness relief on pension during the period of this engagement as Senior Consultant. His/Her engagement as Senior Consultant shall not be considered as a case of re-employment.
- 7. Leave:** The Senior Consultant will be eligible for 2 1/2 days of special casual leave for every completed month which can be accumulated. However 1/2 day leave cannot be availed of.
- 8. Work Station:** The work station of the Senior Consultant will be CIIL, Mysore.
- 9. Selection Procedure:**
 - i) The appointment will be made on the recommendations of a Selection Committee constituted for this purpose. The eligible candidates will be called for interview and considered for engagement on the basis of the recommendations made by the Committee.
 - ii) No TA/DA will be provided for attending the interview.
- 10.** Issues, if any, not covered above shall be as per Government of India rules on the subject from time to time.
- 11.** The CIIL reserves all the right to accept or reject any application without assigning reasons.