



COMPOSITE REGIONAL CENTRE FOR SKILL DEVELOPMENT, REHABILITATION & EMPOWERMENT OF PERSONS WITH DISABILITIES [CRC - KOZHICODE]

(Under the administrative control of NIEPMD, Chennai)

Department of Empowerment of Persons with Disabilities (Divyangjan)

Ministry of Social Justice & Empowerment, Government of India

Golf Link Road, Chevayur P.O., Kozhikode, Kerala - 673 017



VACANCY NOTIFICATION: No. 07/2022-23/CRCK

ENGAGEMENT OF SENIOR CONSULTANT ADMIN (ON NEED BASIS)

The Director, CRC-Kozhikode invites applicants for a walk in interview / selection process to engage a suitable candidate as **SENIOR CONSULTANT ADMIN** on contract basis on need basis at Composite Regional Centre for Skill Development, Rehabilitation and Empowerment of Persons with Disabilities, Kozhikode, Kerala (CRC-K).

Venue: CRC Kozhikode, Golf Link Road, Chevayur P.O., Kozhikode - 673 017.

Date: 01-11-2023

Time: 9.30 A.M.

Post	Requirement	Remuneration	Age	Education qualification	Experience
Senior Consultant (Admin)	Need basis/ Session basis	Rs.1000/session Maximum 4 sessions a day, for Maximum 10 days a month	Maximum 65 Years	Post-graduation	Experience at a senior level in Central/ State Govt. Service/ Reputed Academic Institutions. Good knowledge and experience in accounting and administrative procedures, auditing, CSR activities etc.

Note:

- This engagement will be purely temporary on need basis only.
- The incumbent will be paid honorarium only as per the Maximum limit mentioned above. No other allowances such as DA/HRA/ MA/ GPF/ NPS and other allowance will be admissible.
- The incumbent will have **NO RIGHT** to claim for any regularization of engagement in any circumstances.
- Candidate to bring filled in application in the prescribed format (Attached).
- Candidates to report with all testimonials/certificates in original and one set of self-attested true copies. One passport size photographs. Aadhar or any valid ID proof.
- The Candidates are requested to report before **9.30 A.M** on **01-11-2023**

APPLICATION FORMAT FOR
CONTRACTUAL POSTS OF CRC KOZHIKODE

Recent
passport
size
photograph

Application for the post of:

Senior Consultant Admin - (On contractual basis on need basis)

1. Advt. No.	
1. MCI / RCI Registration No. (wherever applicable)	
2. Name in Full (Capital Letters) (as in Matric/Degree Certificate)	
3. Date of Birth (enclose copy of matric certificate)	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">Day <input type="text"/></div> <div style="text-align: center;">Month <input type="text"/></div> <div style="text-align: center;">Year <input type="text"/></div> </div>
4. Citizenship Status	Citizen of India By Birth <input type="checkbox"/> By Domicile <input type="checkbox"/>
5. Member of Scheduled Caste (SC) / Tribe (ST) / Other Backward Class (OBC) / Person with Disability (PwD) etc.,	Write SC or ST or OBC (<i>Attach certificate</i>) or Person with Disability (PWD) <input type="checkbox"/>
5. Address for Communication (with Phone/mobile number & email ID)	
6. Permanent residential Address	
7. Name of Father / Husband /Mother	
8. Details of Education starting from matric (SSLC/X Std.,) onwards :- (to give details ONLY ON PASSED COURSES & WHERE DEGREE/CERTIFICATEs etc., ARE ALREADY AWARDED/ISSUED	

12. (a) Details of Present Employment

(b) Nature of present work & responsibility held

(c) Time required to join if offered the post :

(d) Research work experience, if any:

13. References

(Names, Designation and Address with email ID & contact details of three Referees / references (with whom you have interaction during your work) (03 references)

(1)

(2)

(3)

DECLARATION OF THE APPLICANT

I hereby declare that the information given above is correct to the best of my knowledge and belief and I fully understand that if it is found at a later date that any information given in the application is incorrect / false or if I do not satisfy the eligibility criteria, my candidature / appointment is liable to be cancelled / terminated.

Place:

Date:

Signature of the Applicant with full name in Block letters

Correspondence address of the candidate: -

(to include contact /mobile number, E-mail ID also)

**Sd/-
DIRECTOR
CRC KOZHIKODE**