



Central Institute of Indian Languages

(Ministry of Human Resource Development)
Department of Higher Education, Government of India,
Manasagangothri, Hunsur road, MYSORE - 570006

F.No. CESC/Recruitment/2022

Date: 08/03/2022

PROJECT STAFF REQUIREMENT FOR CENTRE OF EXCELLENCE FOR STUDIES IN CLASSICAL MALAYALAM

The Centre of Excellence for studies in Classical Malayalam (CESCM), a Government of India initiative following awarding of the Classical Status to Malayalam, requires following positions on “CONTRACUAL BASIS”.

The CESCM will work on various Schemes and activities identified by the Central Institute of Indian Languages, Mysore which includes research, documentation, propagation and teaching of Classical Malayalam. It will also coordinate such work undertaken by the individuals, institutions in the States/UTs of India and abroad and provide linkages to studies in other classical languages in the world.

Sl. No.	Name of the Post	No of Positions	Monthly Consolidated emoluments/ Honorarium
	ACADEMIC POSITIONS		
1	Project Director	01	70,000
	ADMINISTRATIVE POSTS		
2	Asst. Gr-I(Accts/Admin) UDC	01	27,200
3	Asst. Gr-II(Accts/Admin) LDC	02	21,200
4	Library Assistant	01	27,200
5	MTS	01	19,200

Project Director:

The Project Director will work under the supervision and guidance of the Director, Central Institute of Indian Languages, Mysore, who is the Nodal Officer of the CESCM and in coordination with the Government of KERALA for the development of Classical Malayalam. He/she will also help in planning the targets of various activities of the CESCM and ensuring that the people involved in the process do so effectively with high order of quality. The financial responsibilities attached to the position will be limited to drawing up the plan and the budget for different activities. He/she is expected to coordinate all endeavors involved in convening the meetings of the Project Planning-cum-Monitoring Board (PMB) and other meetings etc. with the approval of the Nodal Officer. Also he/she has to interact with other government and non-government organizations, educational and other research institutions, etc. to further the cause of CESCM.

The appointment of Project Director will be on contractual basis for a period of one year extendable for a maximum period of 2 years subject to annual review. The position carries a consolidated pay of **Rs. 70,000/-** per month (fixed). Candidates seeking to apply for this position should be less than 65 years of age on the last date of receipt of application, i.e. 45 days from the publication of Notification in the Newspapers.

Educational qualification: Doctoral Degree in Linguistics or Literature related to MALAYALAM language, with at least 15 years of research/teaching experience and at least 3 years of administrative experience in a reputed organization or an educational institution.

Knowledge of Central Government rules and regulations are essential to run the CESC. The candidates should be dynamic, research oriented and able to lead the Centre as per its aims and objectives. He/she has to coordinate/supervise the 30 research scholars of doctoral and post-doctoral fellows, senior and junior research scholars, Junior Resource Persons and office staff.

Desirable: Knowledge of Malayalam Classical Language is preferred.

Responsibilities and duties of the Project Director

- i. Though the Project Director will be Head of the CESC, he/she has to report to the Director, CIIL who is the Nodal Officer for implementation of the Centre, as the Director, CIIL being the Nodal Officer of the CESC and the Sanctioning Authority as far as financial and administrative matters of the CESC are concerned.
- ii. On behalf-of Nodal Officer, the Project Director, CESC will supervise, monitor and implement the decisions of the PMB. He/she is also expected to give a monthly report on the progress made in the Scheme to the Nodal Officer by the 3rd or next working day of the following month.
- iii. The Project Director, CESC is also required to convene meetings of the CESC including PMB meetings with the approval of the Nodal Officer.
- iv. The Project Director, will be required to frame the budget for CESC.
- v. The Project Director, CESC shall be custodian of the records and publications/e-publications and such other properties of the CESC / CIIL as the CIIL may commit to his/her charge.
- vi. The Project Director, CESC will do the ground -work and correspondence for entering into contracts, Intents of Collaboration, MOUs and assignments.
- vii. The Project Director, CESC will also be required to undertake any responsibilities as assigned from time to time by the Nodal Officer.

TERMS AND CONDITIONS:

01. Centre of Excellence for Studies in Classical Malayalam (CESC) a Government of India initiative requires positions to be filled on contractual basis.
02. The appointing authority of the Project staff of CESC is the Director, CIIL who will also have the power of removal, if the incumbent's service is found unsatisfactory, or the incumbent is found to be involved in misconduct or misappropriation of funds.
03. Tenure of the Administrative staff will be initially for a period of one year and may be extended further based on the performance and review annually.
04. Interested and eligible candidates may submit their application along with the Synopsis and enclosure on the online application portal at <https://apply.ciil.org>
05. Last date for receipt of application is 21 days from the date of the publication of this notification in News papers (Leading dailies in Kerala state in English and Malayalam)
06. Applications received after the due date will not be considered.

07. Institute reserves the right to accept or reject the application/s and decision of the Institute is final.

08. Institute reserves the right to increase / decrease number of posts / relax in the ELIGIBILITY CRITERIA in case of exceptionally deserving candidates.

09. Incomplete application and those received after due date will not be entertained.

10. Those who are in service must forward their applications through their employer and may send an advance copy so as to reach the undersigned within the due date.

11. No TA/DA will be paid for attending the interview.

12. The application should be submitted on the online application portal available at <https://apply.ciil.org>

13. The decision of the Competent Authority will be final in any matter relating to the selection or otherwise of a candidate.

Place of Work: Thunchath Ezhuthachan Malayalam University Tirur – Mallapuram-Kerala State (For academic positions) and for Administrative positions, it will be at Thunchath Ezhuthachan Malayalam University Tirur – Mallapuram- Kerala.

Venue & place of Interview for selection of all above positions: Will be intimated to the eligible and shortlisted candidates.

Detailed Notification for all the positions mentioned above for Centre of Excellence for Studies in Classical Malayalam.

Sl.No.	Name of the Post	No of Posts	Monthly remuneration (Consolidated) Rs.	Age Limit years	Educational & Essential qualification	
ACADEMIC POSTS						
1	Project Director	01	70,000	Not Exceeding -65 years	Educational qualification: 1) Doctoral Degree in Linguistics or Literature related to MALAYALAM language, with at least 15 years of research/teaching experience and at least 3 years of administrative experience in a reputed organization or an educational institution. 2) Knowledge of Central Government rules and regulations are essential to run the CESCO. The candidates should be dynamic, research oriented and able to lead the Centre as per its aims and objectives. He/she has to coordinate/supervise the 30 research scholars of doctoral and post-doctoral fellows, senior and junior research scholars, Junior Resource Persons and 7 office staff.	
ADMINISTRATIVE POSTS						
2	Assistant – Grade-I (Accts / Admin) UDC	01	27,200	Not Exceeding 45 years	1) Any degree from a recognized university. 2) 5 years of experience in Accounts / establishment as Lower division clerk /	At least 3-5 years of experience in the same capacity

					assistant. 3) Proficiency in English & Malayalam typing on computer. 4) Hands on experience of working in computer packages such as MS word, Excel, Spread sheet etc.	preferred
3	Assistant – Grade-II (Accts / Admin) LDC	02	21,200	Not Exceeding 40 years	1) Any degree from a recognized university. 2) 2 years of experience in Accounts / establishment as Lower division clerk / assistant. 3) Proficiency in English & Malayalam typing on computer. 4) Hands on experience of working in computer packages such as MS word, Excel, Spread sheet etc.	At least 1-2 years of experience in the same capacity preferred.
4	Library Assistant	01	27,200	Not Exceeding 45 years	1) Any degree from a recognized university. Preferably in Library Science. 2) Proficiency in English & Malayalam typing on computer. 4) Hands on experience of working in computer packages such as MS word, Excel, Spread sheet etc.	At least 2-3 years of experience in the same capacity preferred
5	MTS	01	19,200/-	Not Exceeding 40 years	1) Minimum PUC pass. 2) Knowledge of computer, Operation of printer is preferred.	