### Requirement of Project Personnel in Centre of Excellence for Studies in Classical Kannada [CESCK]

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Post</th>
<th>No. of Post</th>
<th>Consolidated Monthly Remuneration (fixed)</th>
<th>Age Limit</th>
<th>Educational &amp; Other Qualifications</th>
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</table>
| 1       | Office Superintendent            | 1           | Rs. 23,000/-                             | Less than 62 years | (i) Degree from a recognized University.  
(ii) Ten years of service in a responsible post such as Upper Division Clerk, Assistant in the Central/State Govt. Departments/Central Autonomous Bodies with knowledge/experience in establishment/accounts work.  
(iii) Knowledge of working on computer. |
| 2       | Junior Accounts Officer          | 1           | Rs. 23,000/-                             | Less than 62 years | (i) Degree from a recognized University.  
(ii) Ten years of service in a responsible post such as Junior Accounts Officer or Assistant Accounts Officer/Accounts Officer in the Central/State Government Departments/Central Autonomous Bodies.  
(iii) Knowledge of working on computer. |
| 3       | Stenographer (Bilingual) English and Kannada | 1           | Rs. 23,000/-                             | Not more than 40 years | (i) Degree from a recognized University.  
(ii) Dictation: 10 minutes @ 80 words per minute in English & 10 minutes @ 200 words per minute in Kannada.  
(iii) Transcription: 50 minutes (English) & 60 minutes (Kannada) on Computer.  
(iv) Minimum of 5 years of experience in government organization.  
(v) Non-government officials with relevant experience and skills meeting the qualifications could also apply. |
| 4       | Upper Division Clerk             | 1           | Rs. 16,000/-                             | Not more than 40 years | (i) Degree from a recognized University.  
(ii) 5 years of experience in a responsible post such as Lower Division Clerk, Assistant with knowledge/experience in establishment/accounts work.  
(iii) Non-government officials with relevant experience and skills meeting the qualifications could also apply.  
(iv) Knowledge of working on computer. |
| 5       | Lower Division Clerk             | 2           | Rs. 12,000/-                             | Not more than 40 years | (i) 12th Class pass from a recognized Board or University.  
(ii) English typing on computer @ 35 wpm. Time allowed: 10 minutes.  
(iii) Non-government officials with relevant experience and skills meeting the qualifications could also apply.  
(iv) Knowledge of working on computer. |
NOTE:

a. The candidates should have proficiency in Kannada as a subject at the Secondary School level. In addition knowledge of English is essential and knowledge of Hindi is desirable.

b. For each position, separate application has to be sent along with necessary certificates regarding educational qualifications and experience.

c. The applications should be addressed to the Director, Central Institute of Indian Languages, Manasagangotri, Mysore - 570 006.

d. The initial contract will be for a period of one year, which may be extended for a further period of two years.

e. The positions are contractual in nature and purely temporary on consolidated (fixed) monthly remuneration.

f. The positions being specific project-based and temporary, there is no provision for appointment on deputation. The in-service persons may apply, but in the case of their selection their salary will not be protected.

g. The applicant should super-scribe on the envelope (containing application) the name of the position and CESCK.

h. The last date for receipt of applications is **31st January, 2015.**