Advertisement No.01/2019

Walk-in-interview

This Centre proposed to engage the service of one Office Assistant initially for a period of six months which may be curtailed or extended at the discretion of the competent authority and on need basis subject to performance of the individual on a consolidated monthly remuneration of Rs. 30000/- per month. The date, time and venue of Interview are as under:-

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the post</th>
<th>Qualification</th>
<th>Date and time of written test/ Interview</th>
<th>Place of interview</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Office Assistant (Admin)</td>
<td>Essential:- He/she should have retired from the post of OS/Assistant or equivalent in the grade pay of Rs. 4200/- (6th CPC) in Ministry/Department of the Central/State Govt having experience in Establishment/General Administration/Budget/ Accounts matter and having knowledge of Computer operations.</td>
<td>09-08-2019 at 10.00 am</td>
<td>Dr. A. Lakshmipathi Research centre for Ayurveda, VHS Campus, Chennai 113</td>
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</tbody>
</table>

**Age Limit** - Not more than 65 years as on the date of Interview

Interested candidates fulfilling the qualifications prescribed above are requested to appear for walk-in-interview on the above mentioned address, date and time. Applicants should bring their bio-data in the prescribed format, two passport size photographs, attested photocopies of the certificates including Pension Payment order and the originals for verification.

**General conditions:**

1. The eligibility of the candidate in respect of age will be determined as on 09.8.2019
2. No TA/DA is admissible for attending the interview.
3. The engagement is purely on contract basis and no claim for continuance or regular appointment will be considered/entertained.

Assistant Director-in-Charge

The format for submission of Bio data may be downloaded from the Council’s website www.ccras.nic.in