



Government of India
Ministry of Health and Family Welfare
Central Leprosy Teaching and Research Institute
Chengalpattu, Tamil Nadu-603 001.

NOTIFICATION

Applications are invited from the eligible Retired Government Servants for **Consultant** on contract basis in Central Leprosy Teaching and Research Institute (CLT&RI).

The details of post, Age limit, eligibility, experience, Bio-data Proforma ,the last date for receipt of Application and other conditions are available on Central Leprosy Teaching and Research Institute (CLT&RI) website under link www.cltri.gov.in.

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DIRECTOR

भारत सरकार
GOVERNMENT OF INDIA
केंद्रीय कुष्ठ शिक्षण एवं अनुसंधान संस्थान
CENTRAL LEPROSY TEACHING AND RESEARCH INSTITUTE
Chengalpattu Pin 603001

18/06/2025

**NOTIFICATION OF APPOINTMENT OF RETIRED GOVT. SERVANT AS CONSULTANT
AT CLTRI, CHENGALPATTU**

Applications in the prescribed proforma (as per Annexure I to the advertisement) are invited from eligible Retired Government servants for filling up the post of Consultant in CLTRI, Chengalpattu, as per details given below:

1	Name of the Post	:	CONSULTANT
2	Period of Consultancy	:	Initially for one year and it may be extended by another one year with the approval of the competent authority. The period of one year starts with effect from the date of his appointment i.e his date of his joining.
3	Nature of Duties	:	Handling of Court cases pertained in respect of CLTRI, Chengalpattu and any other administrative duties allotted by the Director
4	Job Location	:	CLTRI, Chengalpattu, Tamil Nadu
5	Qualifications	:	<ul style="list-style-type: none">▪ Applicant should be Indian National▪ Degree from a recognised University
6	Essential Criteria	:	Previous experience of handling issues relating to court cases on Govt. service matters
7	Remuneration & Entitlements	:	A fixed monthly amount admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment /percentage increase during the contract period. <u>House Rent Allowances:</u>

			<p>No HRA shall be admissible.</p> <p><u>Transport Allowance</u></p> <p>Transport allowance is fixed at the rate of amount which is paid at the time of his retirement. However, retired employees engaged as consultants may be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.</p> <p><u>Leave of absence</u></p> <p>Paid leave of absence may be allowed at the rate of 1.5 days of each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.</p>
8	How to apply	:	<ul style="list-style-type: none"> ▪ Interested applicants may submit application indicating their interest in working as Consultant ▪ The envelope containing the applicants' details as mentioned above should be clearly labelled "Application for the post of Consultant" and addressed to : The Director Central Leprosy Teaching and Research Institute, Chengalpattu-603 001. Email : dircltri.tnchn@nic.in cltriadmn@gmail.com ▪ The applications should include a detailed bio-data listing the educational qualifications of the candidate, their areas of expertise and any prior work experience. Self attested copies of educational certificates and mark-sheets (from under-graduate level onwards) should be included. ▪ References from past employers may be included. ▪ Last Pay certificate issued by the employer at the time of retirement ▪ Copy of the Pension order

		<ul style="list-style-type: none"> ▪ The application should include the contact details of the candidate, including residential address, email ID and land line and mobile numbers. ▪ This Institute will review the applications, and will shortlist candidates , if it considers suitable. The short-listed candidates will be called for an interview in this Institute. ▪ Candidates will have to make their own arrangements to reach the place of interview. ▪ No TA/DA will be payable by this Institute to attend the interview. ▪ The final selection will be based on their performance at the interview ▪ The decision of the Dte.GHS, New Delhi on selection of candidates will be final.
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The last date for receiving applications is 45 days from the date of publication of the advertisement. Applications received after the closing date or without the prescribed documents or otherwise found incomplete or not in the prescribed proforma are liable to be rejected and no correspondence shall be entertained in this regard.


DIRECTOR

**APPLICATION FORMAT FOR APPOINTMENT AS CONSULTANT IN CLTRI,
CHENGALPATTU**

Position applied for :
Name :
Father's Name :
Date of Birth :
Aadhar Number :
Date of Retirement :
Department retired from :
Designation last held :
Last Pay Drawn(Basic)
(Enclose Last Pay Certificate
from the previous department) :
Pay Level/Grade Pay :
Basic Pension :
Telephone No. :
Mobile No. :
E-mail ID :
Mailing Address :
Permanent Address :
Educational Qualification :

Affix recent passport
size photograph

Work Experience (Add separate sheet is required)

Organization/Institute	Period		Nature of Work	Remarks

I certify that the information provided in this application is true and correct as on the date submission of this application. I understand that withholding of information or giving false information will result in a refusal to hire/termination of employment/civil penalty.

Place :

Date :

(Signature)