

सीएसआईआर- केन्द्रीय चर्म अनुसंधान संस्थान  
CSIR-CENTRAL LEATHER RESEARCH INSTITUTE  
वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद् Council of Scientific & Industrial Research  
अडयार, चेन्नै, तमिलनाडु, भारत Adyar, Chennai-600 020, TamilNadu, India

No.23(345)/2021-E.I

Date: 27-10-2021

**Notification No.03-2021**  
**Engagement of Scientific Administrative Assistant**  
**on temporary basis to work in CLRI Regional Centre, Kanpur, Uttar Pradesh**

CSIR-Central Leather Research Institute (CLRI), Chennai, a National Laboratory under the aegis of Council of Scientific & Industrial Research (CSIR) and one of the World's premier Institute engaged in Research & Development in the area of Leather Science & Technology and associated with several National & International Program, desires to engage talented candidates as Scientific Administrative Assistant purely on temporary basis to work in CLRI Regional Centre, Kanpur, Uttar Pradesh, as per qualification, age etc., detailed in the table below:

Name of the Position & No. of Positions	Qualification	Tenure*/ Monthly Emoluments/ Upper age limit
Scientific Administrative Assistant 01 Position	<b>Essential:</b> Graduation in Computer Science/ Computer Applications <b>(OR)</b> B.Com from any recognized University/ Institute	Upto 31-03-2022 Rs.18,000/- plus HRA 50 years

\* Tenure mentioned above may be extendable. In any case, it is co-terminus with the project or till such time this requirement exists, whichever is earlier.

**Candidates fulfilling the above mentioned qualification, age etc., may fill the attached prescribed application form and forward it along with enclosures to [recruitclri@gmail.com](mailto:recruitclri@gmail.com) in .pdf format on or before 16-11-2021. Any application form received after 16-11-2021 will not be considered.**

The date and time of virtual interview will be notified in CLRI website in due course of time. Communication to candidates will be done **only through mobile numbers and Email IDs provided by them in their application form.**

**Terms & Conditions:**

- 1. Number of positions required is indicative in nature. The position may increase/ cancelled, based on requirement.**
- 2. Candidates found suitable for selection will be empaneled. Empaneled candidates may be selected for future project requirements.**

3. **This is purely temporary position located at CLRI Regional Centre, Kanpur, Uttar Pradesh. Candidates from Kanpur will be given preference as there is no provision to provide accommodation to the selected candidate.**
4. The date of determining qualification and age shall be the last date for submission of application form through Email.
5. Final year/ Semester students, who are awaiting results are **NOT ELIGIBLE** to be considered.
6. Applications submitted other than in the enclosed prescribed Application form will not be considered.
7. Applications must be forwarded to [recruitclri@gmail.com](mailto:recruitclri@gmail.com). Applications forwarded to any other Email IDs will not be considered.
8. Applicants are advised to submit their applications along with enclosures such as copies of essential qualification, age proof and experience proof, if any.
9. **Tenure mentioned above may be extendable. In any case it is co-terminus with the project or till such time the requirement for need of Scientific Administrative Assistant exists, whichever is earlier.**
10. Candidates are requested **NOT** to send their applications by post/ speed post/ courier.
11. Original certificates must be produced for verification at the time of joining for the position, in case of selection.
12. **The position is purely temporary and will not confer any right on the Scientific Administrative Assistant for permanent appointment in CLRI/ CSIR.**

  
SECTION OFFICER (E.I)