Indian Sign Language Research and Training Centre (ISLRTC)
Department of Empowerment of Persons with Disabilities, Divyangjan
Ministry of Social Justice& Empowerment, Govt. of India
Module no. 403-406, 4th Floor, NSIC Business Park,
Okhla Industrial Estate, New Delhi- 20
Telephone: 011-26327558/ 50, Email- islrtcnewdelhi@gmail.com

F. No.IS-03004/2/2025-ISLRTC-D/ Date: 24th April, 2026

Subject: Notification for filling up various posts on Contractual Basis.

Indian Sign Language Research and Training Centre (ISLRTC), is an Autonomous body under the Department of Empowerment of Persons with Disabilities (DEPwD), Ministry of Social Justice & Empowerment, Government of India.

2. The Centre invites applications for filling up following post in ISLRTC-NBER. The details of post are as follows:

S. No.	Nam of Post	No. of Post
1	Sr. Consultant	01
2	Jr. Consultant	01
3	DEO	01

3. The number of vacancies notified is tentative and is liable for modification at any stage of the recruitment.

4. For details, eligibility condition for the post and applications proforma, please visit our website: http://www.islrtc.nic.in.

Director, ISLRTC

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Engagement on Various Posts on Contract Basis at ISLRTC-NBER

Indian Sign Language Research and Training Centre (ISLRTC), an autonomous body under the Department of Empowerment of Persons with Disabilities (Divyangjan) Ministry of Social Justice and Empowerment, Govt. of India intends to engage on Sr. Consultant, Jr. Consultant and DEO :-

2 (a) Details and eligibility condition for the post of **Sr. Consultant**:

i)	Name of the post	**Sr. Consultant**
ii)	No. of posts	01
iii)	Pay	Rs.60,000/- (all inclusive)
iv)	Age limit	No age limit
v)	Period of Engagement	Initially for a period of One (01) Year, Extendable for one year in each time based on Satisfactory Preference subject to maximum 5 Years.
vi)	Education and other qualification required for direct recruits	
	Essential	
	i. Any Master's degree from a recognized University/Institute. ii. 05 years of experience as Assistant Controller of Examination in Administration & Conducting examinations in Universities/Institutes with knowledge of rules and procedures of conducting examinations	
	Desirable Qualification	
	i. Computer skills including MS office.	

3(b) Details and eligibility condition for the post of **Jr. Consultant**:

i)	Name of the post	**Jr. Consultant**
ii)	No. of posts	01
iii)	Pay	Rs.40,000/- (all inclusive)
iv)	Age limit	No age limit
v)	Period of Engagement	Initially for a period of One (01) Year, Extendable for one year in each time based on Satisfactory Preference subject to maximum 5 Years.
vi)	Education and other qualification required	
	Essential	
	i. Bachelor's Degree in Commerce/Management from a recognized University/Institute. ii. 03 years of experience in administrative accounts or office management and proficiency in Tally, Excel and Government Financial reporting formats	
	Desirable Qualification	
	i. Computer skills including MS office with proficiency in report preparation, academic documentation and use of digital platforms.	

3(c) Details and eligibility condition for the post of **Data Entry Operator**:

i)	Name of the post	**Data Entry Operator**
ii)	No. of posts	01
iii)	Pay	Rs. 25,000/- (all inclusive)
iv)	Period of Engagement	Initially for a period of One (01) Year, Extendable for one year in each time based on Satisfactory Preference subject to maximum 5 Years.
v)	Age limit	35 Years
vi)	Education and other qualification required for direct recruits	
	Essential	
	i. Degree from a recognized university or equivalent. ii. Diploma in computer applications. iii. A speed of not less than 8000 numeric key depression per hour on computer	

GENERAL INSTRUCTIONS TO CANDIDATES:

This engagement will be purely on temporary basis and only for a period mentioned against the posts and The engagement will cease after the said period without any notice; renewal of engagement can be made for further Period without any notice; renewal of engagement for further period is subject to project/course need and performance of the individual consultant; the engagement can be terminated without any notice at any time at the discretion of the Director, ISLRTC.

1. Application(s) should be made on the prescribed form, which is attached with advertisement. Applications addressed to the Director, ISLRTC, Module No. 403-406, 4th Floor, NSIC Business Park, Okhla Industrial Estate, New Delhi, Delhi-110020 (India) must reach via post or by hand by 11.05.2026.
2. Applications **(application form as per 'Annexure -I')** must invariably be accompanied with self-attested copies of certificates, degrees, mark sheets, and testimonials in support of qualifications, age and experience failing which application will be rejected straightway. No query will be entertained after receipt of application.
3. Applicants must super scribe the envelope with 'Application for the post of _____.
4. Incomplete application or without relevant supporting enclosures (self-attested clear copies of degree/certificates/mark sheets/experience certificate/application fee, caste certificate (if any) etc. will be rejected out-rightly. Experience and qualifications will be reckoned as on last date of submission of application form.
5. Application received after the last due date to postal delay or any other reason(s) thereof or incomplete in any form , shall be summarily rejected.

6. No correspondence will be entertained from the candidates regarding the eligibility, status of application, postal delays, conduct and result of test/Interview, reasons for not being called etc.
7. Mere fulfilling the qualification does not entitle a candidate to be necessary considered or called for the written test/interview.
8. The prescribed essential qualifications are the minimum and mere possession of the same does not entitle candidates to called for written/interview
9. Only shortlisted candidates will be called for written test/skill/interview at short notice.
10. The candidate shall be engaged on contract and purely on temporary basis which will not confer any claim for future appointment to any post in the Institute in whatsoever manner. The incumbent will have no right to claim for any regularization or extension/ renewal of engagement in any circumstances.
11. Appointment on full-time basis will be as per working hours of ISLRTC. However, the officer may be required to attend office on holidays or beyond office hours, in case of exigencies and no additional allowance shall be paid for the same.
12. No TA/DA will be admissible for appearing for the written test/skill/interview.
13. No TA/DA will be admissible for joining the Institute.
14. Necessary tax deduction as per govt. instructions will be made at source.
15. The Director, ISLRTC reserves the right to: (a) Conduct written/interview and/ or skill test for the post wherever the circumstances so warranted or may fix a criterion after taking into the qualification and experience of the applicants (b) not to fill any or all the advertised positions (c) fill up consequential vacancies including additional post arising at the time of selection for available candidate by recruitment (d) reject any or all the applications without assigning any reasons thereof (e) any edition/deletion and changes in matter of terms and conditions given in this notification of recruitment.
16. Canvassing in any form on behalf of any candidate will disqualify such candidate.
17. In case any mistake in selection process is detected, the Institute reserves the right to modify/ withdraw/cancel any communication made to the candidates.
18. The Director, ISLRTC, reserves the right to add, remove and withdraw or not to fill any of the advertised posts without assigning any reason.
19. Please note that the mentioned mobile number and email id will be the only way to notify you on the updates. It is in your own interest that the mobile number & email id should be valid and should be kept active till the completion of selection process. Any requests for subsequent changes/consideration regarding any changes will not be entertained.
20. Corrigendum, if any shall be posted on the Institute website only https://www.islrtc.nic.in/

Indian Sign Language Research and Training Centre (ISLRTC)

Application No. (For office use) ……

CURRICULUMVITAE PROFORMA

Photo

Application for the post of :……

1.	Name (in Block Letter)	
2.	Father's/ Husband`s Name	
3.	Date of Birth	
4	Category (Self attested Certificate maybe attached in support of Category)	UR/SC/ST/OBC
4.	Address for Correspondence	
5.	Phone/Mobile No. /Email ID.	
6.	Educational/ Technical Qualification	
7.	Whether Educational and other qualification required for the post (as per Requirement Rules for the post) as satisfied as under.	Qualification/Experience possessed by the officer.
8.	Essential	Essential
	a)	a)
	b)	b)
	c)	c)
	d)	d)

9.	Desirable	Desirable
	a)	a)
	b)	b)
10.	Whether belongs to SC/ST/OBC	

Service particulars in chronological order pointwise.

Sl. No.	Office/ Institution	Post Held	From To	Pay Band and Grade Pay	Nature of Appointment (Substantive/ Officiating)/ Adhoc	Nature of Duties

Any other information, if any.

There by declare that all the statements made in the application are true, complete and correct to the best of my knowledge.

Date: Signature of applicant

Place: