



कलाक्षेत्र प्रतिष्ठान

KALAKSHETRA FOUNDATION

(An Institution of National Importance)

(An autonomous organisation under the Ministry of Culture, Govt. of India)

CRAFT EDUCATION AND RESEARCH CENTRE

Recruitment for the post of Semi-Skilled Worker in CERC

Applications are invited from eligible candidates for the following post in Craft Education & Research Centre Kalakshetra Foundation:

Name of the post	Classification	Number of post (reservation)	Pay Level
Semi Skilled Worker	Group C	2 (Two) (UR-1 and SC-1)	Pay Level 1 of 7 th CPC (Rs 18000 - 56900)

Eligibility and Age Limit

Parameter	Details
Age limit	Not more than 25 years as on the closing date i.e. 23 November 2026 (Permissible relaxation of 5 years in upper age limit for SC candidates)
Essential qualification	▪ Class X pass ▪ Experience in block printing and in use of vegetable dyes ▪ Should have knowledge of process like boiling, dyeing, tailoring, etc.
Desirable Qualification	▪ Tailoring ▪ Drawing

2.1 Date of Birth filled by the candidate in the application form and as recorded in the Matriculation / Secondary Examination Certificate will only be accepted by Kalakshetra Foundation for determining the age. No subsequent request for change will be considered or granted.

2.2 Candidates applying against reserved post, should submit the requisite community certificate from competent authority, without which the claim will not be admitted.

2.3 The candidates, who are called for Documents Verification, will be required to bring and produce in original all the relevant academic certificate such as Mark Sheets for all years / semesters of Diploma / Graduation / provisional Certificate / Diploma Certificate as proof of having acquired the minimum Educational qualification on or before the cutoff date, failing which his/her candidature will be cancelled. It is reiterated that the result of requisite educational qualification must have been declared by the Institute / University before the closing date of this recruitment.

3. How to Apply:

Candidates should submit their duly filled in application in the prescribed proforma as given in Annexure – I.

The application should be filled in with blue/black ball point pen and cover containing the application should be super scribed as 'Application for the post of **Semi Skilled Worker**'. One passport size photograph to be affixed in the application form and one more photograph to be provided separately for affixing in call letter.

Candidates should ensure that the application along with self-attested copies of the testimonials are sent by post so as to reach the Director, Kalakshetra Foundation, Thiruvannamiyur, Chennai – 600 041 by 05.30 PM on 23-11-2026(Monday). Applications received after the closing date or through email shall be summarily rejected.

4. General instructions to the candidates

- (a) Kalakshetra Foundation reserves the right to cancel, restrict or modify the recruitment process, if need so arises, without assigning any reason. No correspondence whatsoever will be entertained from the candidates regarding conduct and result of test and reason for not being called for test.
- (b) The number of vacancies as indicated in the notification may vary depending upon the vacancies exists at the time of final selection. No relaxation in upper age limit is available for departmental candidates.
- (c) Mere fulfilment of eligibility criteria does not entitle any right for selection. Only shortlisted candidates will be called for written test/ skill test.
- (d) Canvassing in any form will be a disqualification.
- (e) All improper applications, and applications received without self-attested copies of documents mentioned above will be summarily rejected.
- (f) Applications received after the closing date will be rejected.
- (g) Success in the examination confers no right of appointment unless the Kalakshetra Foundation is satisfied, after such enquiry as may be considered necessary, that the candidate is suitable in all respects for appointment to the service /post.

(h) Resolution of Tie Cases

In the event of a tie in the scores of candidates in combined score of written test and skill test, merit will be decided by applying the following criteria, one after another in the given order till the tie is resolved:

1. Date of birth, with older candidate being placed higher.
2. Alphabetical order in which the names of candidates appear.

5. Action against candidates found guilty of misconduct

If any candidate is found to indulge in any of the malpractices in any stage of examination, their candidature for this examination will be cancelled and they will be debarred from the recruitments of KF.

6. Kalakshetra Foundation's decision is final

The decision of Kalakshetra Foundation will be final and binding on the candidates in all matters relating to eligibility, acceptance / rejection of the applications, penalty for false information, mode of selection, conduct of examination(s) and final selection no enquiry / correspondence will be entertained in this regard.

7. Court's Jurisdiction

Any dispute in regard to the recruitment will be subject to courts/tribunals having jurisdiction in Chennai.

8. Travelling Allowance

If the recruitment procedures, written test (if any) / skill test extends beyond one day, candidates will have to make their own arrangements for travel and their stay at Chennai. No travelling allowance is payable to the candidates for attending the written test / skill test.

However, Candidates belonging to reserved category (SC) are entitled to reimbursement of single II class railway fare from the normal place of residence to Chennai and back. For road journeys between stations not connected by rail, they may be allowed actual bus fare, or road mileage at the lowest rate applicable as per TA rules of Government of India, whichever is less, provided the distance covered by road is more than 32 km each way.

9. Scheme of Examination

The tests will be conducted in two phases: (1) Skill Test and (2) Written Test, for those qualifying the Skill Test, as per details given below:

Subject	Number of Questions	Mark	Duration	Qualifying Marks
Practical Test in Block Printing, Hand Painting and Drawing Stitching	-	100	2 hours	50 (for SC candidates: 30)
Written Test*	50	100	3 hours	50 (for SC candidates: 30)

*Syllabus for Written Test will be broadly as under:

Block Printing	Techniques, History of Block printing in India, Block printing requirements, Block printing methods, block printing process,
Natural and Vegetable Dyes,	colours and their sources, dyeing methods and techniques
Kalamkari - Hand Painting in Textiles	History, styles, colors, themes, techniques in Kalamkari painting
Kalakshetra Foundation	History of craft centre of Kalakshetra Foundation

A merit list will be prepared separately for UR and SC category as per marks obtained in theory test, and appointment will be made accordingly.

ANNEXURE - I



कलाक्षेत्र प्रतिष्ठान

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Application for the post of SEMI SKILLED WORKER in CERC

Kalakshetra Foundation

Please paste a
recent passport
size photograph

1	Name of Applicant (in Block letter)	
2	Category	SC / Gen
	Self attested copy of valid SC certificate in prescribed format attached	Yes / No
3	Mother's Name	
4	Father's Name	
5	Address for Communication	
6	Mobile No(s). (Please give alternate mobile number also for communication)	1. 2.
7	Email Address	
8	Aadhar Number (Optional)	

9	PAN				
10	Date of Birth (DD/MM/YYYY)				
11	Age as on closing date (23-11-2026)				
12	Nationality				
13	Gender				
14	Educational Qualification (Starting from Matriculation / Class X)				
		Year of Passing	Marks % / CGPA	Name of Board/University	
	Class X				
	Class XII				
15	Experience in block printing and in use of vegetable dyes	No. of Years :			
	Name of Institution	Post	Nature of duty	From	To
16	How do you consider yourself suitable for the post?				
17	Any other information you wish to add				

DECLARATION

I hereby declare that all statements made in this application form are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed / false or incorrect or any ineligibility being detected before or after the examination, my candidature/appointment is liable to be cancelled.

Place

Signature of the Candidate

Date

CHECK LIST

S. No.	Document to be submitted	Yes / No / NA
1	Application form with recent passport size photo (Pl. Check whether all columns have been filled in and signed by the applicant)	Yes/No/NA
2.	One passport size photo (extra) in a cover	Yes/No/NA
3	Copy of Aadhar	Yes/No/NA
4	Proof of all educational qualifications mentioned in the Application	Yes/No/NA
5	Proof for age	Yes/No/NA
6	Testimonials for teaching/working experience	Yes/No/NA
7	Caste Certificate if age relaxation is claimed	Yes/No/NA
8	Certificate of disability if age relaxation is claimed for Physically challenged.	Yes/No/NA
9	Other relevant certificates/testimonials regarding essential qualification and desirable qualification	Yes/No/NA