www.cdit.org

**CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)**

Chithranjali Hills, Thiruvallam P.O., Thiruvananthapuram – 695 027

**Notification No. C-DIT/HR1- 23 /2026 dated 24.11.2026**

# Consultant (Fund Realisation) Required

C-DIT is an autonomous institution set up by the Government of Kerala, functioning under the Dept. of Electronics & IT. As an approved Total Solution Provider (TSP) and Accredited Agency for Government IT initiatives, C-DIT undertakes various projects in IT/ITES, e-Governance, Web development, digitisation and Digital transformation of Government departments and organisations.

C-DIT invites applications from Retired Government officials for temporary engagement as "Consultant-(Fund Realisation)" in the Finance & Accounts Department of C-DIT.

The details regarding the scope of activities, qualifications & experience, and the terms and conditions are given below.

| Sl. No. | Particulars |
|---|---|
| **C-DIT/HR1- 23/2026** | **Consultant (Fund Realisation)** |
| No. of Positions | One |
| Maximum Age Limit | Below 65 years on the date of notification ( engagement will not be considered after completing 65 years |
| Educational Qualification & Experience | 1. The applicant shall be an officer retired from the Finance Department, Government of Kerala or an officer retired from a Public Sector Financial Institution under the Government of Kerala<br>2. Should be a Graduate in any discipline with good experience in financial management, including debt recovery, recovery of Government dues, reduction of non-performing assets (NPAs), and related financial operations.<br>3. Sound knowledge of financial procedures in Government and experience in liaisoning with Government departments.<br>4. Excellent communication, negotiation, and interpersonal skills. |
| **Scope of activities** | 1. Preparation& consolidation of receivables due from client departments since implementation of Projects.<br>2. Coordinating with HoDs/Project Managers of C-DIT for timely issuance of invoices to clients<br>3. Liaisoning with Government departments and stakeholders for |

| | |
|---|---|
| | timely realisation of outstanding receivables.<br>4. Identifying and consolidating possible NPAs and prepare strategies to mitigate formation of NPAs<br>5. Organising periodic internal review meetings to ensure regular fund flow from project implemented by C-DIT.<br>6. Identifying and reporting gaps existing in realisation of outstanding receivables |
| Remuneration | Monthly Consolidated Remuneration for the consultancy shall be between Rs.40,000 – Rs.50,000 p.m depending on the qualifications and experience of the selected candidate. Any other monetary or service benefit not applicable |
| Period & mode of Engagement | Initially for a period of One year which may be further extended, if required by C-DIT at its sole discretion |
| Mode of Selection | Interview |
| **Last Date for submission of Applications** | **08.12.2026, Tuesday, 5 pm** |

## GENERAL CONDITIONS / INSTRUCTIONS

1. **Application shall be submitted through either in physical format or through e-mail to hr@cdit.org**
2. Incomplete applications will be summarily rejected. Acceptance or rejection of application of the candidates will be at the sole discretion of C-DIT and will be binding on the applicant.
3. **Candidates should read the instructions carefully** and ensure that they possess the required eligibility, qualification and experience in the relevant domains prescribed in the notification before applying for any post.
4. The number of posts shown herein is indicative only and may vary depending on the requirements of the client/ projects. C-DIT reserves the right to increase or decrease the number of posts or to cancel the recruitment to any one or more posts at its sole discretion.
5. **Age, qualification and experience possessed by the applicant as on the closing date of the notification** only will be considered. Applicants shall clearly specify the details and attach supporting documents.
6. Basic qualifications obtained from universities/ institutions recognised by the Govt of India/ Govt of Kerala/ Kerala PSC/ empowered academic bodies only will be considered. **Candidates possessing equivalent / higher qualification are eligible to apply.** Such applicant should furnish documentary proof, in case of claims of equivalency. C-DIT reserves the right to determine the eligibility of any professional certificate/diploma other than from the recognised universities / institute.
7. Mode of selection will be based on the number of applications, C-DIT will decide the selection process which may include skill test/ interview as decided.
8. Initial verification and short listing of applicants will be based on the details provided in the application and the copies of the documents submitted. Mere possession of the

educational qualifications prescribed will not automatically qualify the candidate for selection. Selection will be based on the candidate fulfilling the required professional experience and having proven experience in the relevant areas. The decision of C-DIT regarding selection at each stage will be final and binding on the candidates.

9. The applications will be shortlisted by a committee constituted by C-DIT, based on the Biodata and details of previous experience provided by the applicant.
10. Shortlisted candidates will be called in for attending interview at the centers allotted by C-DIT. **No TA/DA will be provided** to the candidates at any stage of the recruitment process.
11. Mere inclusion of the candidate in the shortlist / provisional list is not a claim for engagement in C-DIT.
12. Original certificates shall be submitted for verification when intimated. If any discrepancy is found in the application and documents, at any stage, the offer letter shall be cancelled and the candidate will be disqualified.
13. The appointees shall have no claim for regular appointment in any of the C-DIT establishments after the expiry of the period of this engagement.
14. Posting can be anywhere in the client offices/project sites situated in the State of Kerala.
15. The terms and conditions and service benefits shall be as per the terms and conditions prescribed by C-DIT and the selected candidate shall enter into an agreement with C-DIT in the prescribed format.
16. Canvassing in any form will lead to disqualification.
17. All matters will be subject to the jurisdiction of the courts in Kerala.

## Procedure to Apply

- The application in the prescribed format along with copies of certificates to prove qualifications and experience shall be forwarded to the address **The Registrar, C-DIT, Chitranjali Hills, Thiruvallom P O, Trivandrum-695027 ,** either in physical format or through e-mail to **hr@cdit.org**
- Applicants are advised to visit the website and note down any change in the schedules/requirements published.

**The closing date of submission of online application is 08.12.2026, Tuesday, 5 pm**

**(Sd/-) REGISTRAR, CDIT**