



KALAKSHETRA FOUNDATION
An Institution of National Importance

(An autonomous body under Ministry of Culture, Government of India)
Thiruvananthapuram, Chennai – 600 041

WALK- IN - INTERVIEW

Dt: 26.05.2025

Applications are invited from Retired Officers of Education Department of Tamil Nadu State Government (Officers retired at the level of CEO / DEO / Headmaster / Headmistress and above) for engagement as consultant- management representative to function as ‘**Secretary**’ of **Besant Theosophical Higher Secondary School**, a unit of Kalakshetra Foundation, Chennai. The school is functioning at Arundale Beach Road, Kalakshetra Colony, Besant Nagar, Chennai – 600 090.

2.The appointment is purely temporary and on contract basis for a period of one year or until further orders whichever is earlier.

The qualifications for the position are as under—

Educational qualification	Essential: Graduation; Desirable: Post Graduation
Experience	A minimum of 1 year service as CEO / DEO / Headmaster / Headmistress and above in Education Department of Tamil Nadu State Government / Aided institutions
Age limit	Not exceeding 63 years of age on the date of walk – in interview
Remuneration Per month	Rs.40,000/- subject to TDS.

3. Interested candidates may attend the **walk-in-interview** scheduled **on 28.05.2025 (Wednesday) between 11.00 a.m. and 12.00 noon** at “Old Central Office”, Kalakshetra Foundation, Anna Street, Thiruvananthapuram, Chennai - 600 041 with all testimonials/proof of education qualifications, age, service records and pension records with filled in application as appended below.



**Application for the position of Consultant -Secretary,
Besant Theosophical Higher Secondary School
on contract.**

Affix latest
Passport
size
Photograph

Name (in Block letters)	
Date of Birth (DD/MM/YYYY) and age as on 28.05.2025	
Address (Permanent and Present)	
Phone No	Mobile: Landline:
Email:-	
Aadhar No.	
Languages known (Indian and Foreign)	
Education Qualification	
Post /Office from which retired Pay & Pay scale and Date of Retirement.	

Mention the details of your experience (Posts held) in the Education Department of Govt. of Tamil Nadu)

Post Held	Name of the office/School	Nature of Experience (Academic/Administrative/ others	Experience (in Years and Month)
Additional information, if any			

Declaration

I hereby declare that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted.

Place

Date:

Signature of the Candidate