

ET  
336  
27/04/26

27 APR 2026  
46277



**Ramesh Juneja**  
Chairman

**Mukhtarul Amin**  
Vice-Chairman

# Council for Leather Exports

(Sponsored by Ministry of Commerce & Industry, Government of India)

Registered Office & Head Office:

No. 1, Sivaganga Road, Nungambakkam, Chennai - 600034

Phone : +91 44 48684380-84 (5 Lines)

Fax : +91 44 48684386

E-Mail : [cle@cleindia.com](mailto:cle@cleindia.com)

Website : [www.leatherindia.org](http://www.leatherindia.org)



NO. CLE/ADM/EDR-2026

22<sup>nd</sup> April 2026

CS (Busy)

## OFFICE MEMORANDUM

**Sub: Filling up of the post of Executive Director  
in the Council for Leather Exports on deputation basis - Regarding**

Secy, CS  
27/04

Council for Leather Exports (CLE) is an Export Promotion Council sponsored by Department of Commerce, Ministry of Commerce and Industry, Government of India.

S/S

CLE has issued a Vacancy Notification dated 16<sup>th</sup> April 2026 inviting applications from eligible and willing officers for appointment to the post of "Executive Director - Council for Leather Exports".

Z  
28.4.2026

The scale of pay, mode of recruitment, age, eligibility conditions, qualifications and experience, period of deputation, etc are given in the enclosed Vacancy Notification. This Vacancy Notification along with application form are also hosted in the "Vacancy" heading in the website of CLE <https://leatherindia.org>

DSA

It is, therefore, requested that the above vacancy details may be circulated to all the organizations including PSUs, Semi-Government / Statutory or Autonomous Organizations (i.e. Government Organisations only) under your administrative control and the applications of suitable officers, who can be spared for joining the post in the event of their selection, may be forwarded only through proper channel in the prescribed application form (which is attached to the enclosed Vacancy Notification) along with following documents through email within 30 days of release of the advertisement to [chairman@cleindia.com](mailto:chairman@cleindia.com)

st  
28/4/26

S/S

Nsp  
29/4/26

GSL

1. ACR for the last 5 years
2. Vigilance clearance
3. Cadre clearance
4. Integrity Certificate
5. Certificate that no major/minor penalty has been imposed on him/her for the last 10 years.

Services-II Branch  
Diary No 46277  
Date 29/4/26



**Ramesh Juneja**  
Chairman

**Mukhtarul Amin**  
Vice-Chairman

# Council for Leather Exports

*(Sponsored by Ministry of Commerce & Industry, Government of India)*

Registered Office & Head Office:

No. 1, Sivaganga Road, Nungambakkam, Chennai - 600034

Phone : +91 44 48684380-84 (5 Lines)

Fax : +91 44 48684386

E-Mail : [cle@cleindia.com](mailto:cle@cleindia.com)

Website : [www.leatherindia.org](http://www.leatherindia.org)

:2:

Also, hard copies of the application form and all required documents may be sent by courier/ post to the following address with the caption **APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR** in the envelope.

The Chairman  
Council for Leather Exports  
1B, 1<sup>st</sup> Floor, Duckback House  
41 Shakespeare Sarani  
Kolkata - 700017

No application shall be entertained under any circumstances after the stipulated date. Incomplete applications are liable to be rejected. No TA/DA will be given for attending the interview.

**Ramesh Juneja**  
Chairman  
Council for Leather Exports

To:

- (i) Secretaries of All Ministries/Departments of the Government of India
- (ii) All the Chief Secretaries of the State Government/ UT



## COUNCIL FOR LEATHER EXPORTS

(Sponsored by Ministry of Commerce & Industry, Government of India)

**Vacancy Notification No. CLE/EDR/2026 dated 16<sup>th</sup> April 2026**

**for the post of Executive Director, Council for Leather Exports**

Council for Leather Exports invites application for the post of “**Executive Director**” to be posted in **Delhi / Chennai** in the pay scale equivalent to Deputy Secretary to the Government of India as per 7<sup>th</sup>CPC Pay Matrix in Level 12 on Direct recruitment / deputation/ promotion through internal candidates/ Contract basis from retired Govt. Officers.

The candidates who had applied for the post in response to earlier vacancy Notification dated 15<sup>th</sup> November 2025 shall have to apply again and applications submitted earlier will not be considered.

1	Name of the post	<b>Executive Director, Council for Leather Exports (CLE)</b>
2	Number of posts	1 (One)
3	Classification	Non-Ministerial
4	Scale of pay	Level 12 (Grade Pay 7600) as per 7 <sup>th</sup> CPC Pay Matrix of Government of India or as may be determined otherwise for the appointee as per conditions laid down in the Recruitment Rules.
5	Whether selection post or non-selection	Selection
6	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods.	(i) By invitation of applications through open advertisement for selection of the most suitable candidate from amongst:  (a) Internal candidates eligible for consideration  (b) Eligible officers desirous of appointment on deputation basis from State / Central Government and organizations under them; and  (c) Eligible Open market applicants desirous of appointment on direct recruitment basis.

		<p>(d) Retired officer of Indian Administrative Services (IAS) not below the rank of Joint Secretary at the time of retirement.</p> <p>(ii) The selection will be made by the Committee of Administration (CoA) of CLE, on consideration of the recommendations made by the Selection Committee to assess the inter-se suitability of the applicants on the basis of an assessment of their backgrounds as given in their applications and their performance in an interview. In case of selection of candidate on deputation basis, approval of concerned State Government and Central Government is to be obtained.</p>
7	Eligibility and other conditions for applicants for consideration as internal candidates i.e. eligible employees of Council for Leather Exports, from feeder cadre.	<p>(i) Age: Not more than 57 years as on 1<sup>st</sup> January 2026</p> <p>(ii) Educational Qualifications and experience</p> <p>(a) Post Graduate Degree in Economics/ Commerce/ Engineering / Business Administration/ Chartered Accountant from a recognized University/ Institute.</p> <p>(b) At least 5 years of regular service as AD/DD/RD rank and the present pay scale should be in the Pay Matrix Level 11 (Grade Pay Rs.6,600/-).</p> <p>(iii) In case of selection, the tenure will be 3 years which can be extended by COA upto another 2 years only but not beyond the regular age of retirement of 60 years. In the event of performance being found unsatisfactory, the COA can, reassign the officer within CLE.</p> <p>(iv) Internal Candidates will not be eligible for higher Level 12 (Grade Pay 7600) and will continue to draw the same pay scale as in his/her existing cadre prior.</p>
8	Eligibility conditions etc. for Applicants on Deputation Basis	<p>(i) Five years of regular service in the pay scale of Level 11 grade pay of Rs.6600 in the Central / State Government or autonomous bodies under Central/ State Government</p> <p>(ii) Individuals serving in the higher grade pay, not exceeding Rs.10000/- may apply, and shall be considered for appointment if a suitable candidate from eligible category is not found.</p>

(iii) In the event an officer is selected on the post on deputation, salary shall be fixed keeping in mind the scale/ grade pay in the parent organization, in accordance with the relevant Government rules.

(iv) Candidates for selection on deputation shall not be eligible for consideration for appointment on promotion or direct recruitment basis as cadre controlling authority shall be their parent organization. Period of deputation including period of deputation/ contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall not exceed five years. The maximum age limit is 56 years as on closing date of receipt of application. In the event of performance being found to be unsatisfactory, the COA, can revert the officer back to the parent cadre. The period of deputation shall be ordinarily for a period of 3 years which can be extended upto another 2 years only with the consent of the parent department and approval of COA on foreign service terms and conditions as per deputation norms of the Central/ State Government as applicable.

(v) Candidates should have adequate knowledge of National and International Trade Policy, WTO and various trade agreements and regional trade cooperation impacting our industry.

(vi) Experience in liaison with co-ordination with high level Government functionaries in Commerce & Finance Ministry of Government of India and with senior officers from State Government.

(vii) Deputation from Central/ State Governments/ Organisations have to apply through proper channel with photocopies of last five years ACR, vigilance clearance, integrity certificate and cadre clearance certificate.

9	Eligibility conditions etc. for Open Market Candidates (Direct Recruits)	<p>(i) Age: Not more than 47 years as on 1<sup>st</sup> January 2026</p> <p>(ii) Educational Qualifications and experience</p> <p>(a) Post Graduate Degree in Economics/ Commerce/ Engineering / Business Administration/ Chartered Accountant from a recognized University/ Institute.</p> <p>(b) Candidates should have a minimum of 15 years' experience in senior position in a reputed Trade Promotion Organization/Export Promotion Council/ Public or Private Sector Enterprise/ relevant Government Department/ Autonomous Organization. Candidates from Government Organization/PSU/Autonomous bodies should have minimum five years of regular service in the grade pay of Rs.6600 or level 11 under 7<sup>th</sup> CPC out of total 15 years of experience. Candidates from private sector should have the CTC not less than Rs.30 lakh per annum.</p> <p>(c) Candidates should have adequate knowledge of National and International Trade Policy, WTO and various trade agreements and regional trade cooperation impacting our industry.</p> <p>(d) Experience in liaison with co-ordination with high level Government functionaries in Commerce &amp; Finance Ministry of Government of India and with senior officers from State Government.</p> <p>(iii) Desirable Qualifications :</p> <p>a) Prior experience in Marketing and Trade Promotion in Europe, USA and other potential markets for Indian Footwear and Leather Industry.</p> <p>b) Experience of Secretarial, administrative, co-ordination and financial management pertaining to trade bodies/Government organization/ Corporate organization</p> <p>c) Candidates should possess sound knowledge of Industry Coordination and Export Marketing.</p>
---	--	--

		<p>d) Knowledge of global organizations in developed and developing countries dealing with various aspects of leather Industry</p> <p>(iv) In case of selection of an open market candidate on Direct Recruitment, the appointment will be on contract basis, initially for three years. The appointment may be extended for another two years only with the approval of CoA.</p> <p>(v) The services of an Executive Director selected from the open market may be terminated by the CoA at any time by giving one month notice or one month salary in lieu of notice period, in case the performance of the incumbent is not satisfactory.</p>
10	<p>Eligibility and other conditions for retired Government officers of IAS cadre</p>	<p>Retired officer of Indian Administrative Services (IAS) not below the rank of Joint Secretary at the time of retirement with following eligibility conditions.</p> <p>(i) Candidates should have adequate knowledge of National and International Trade Policy, WTO and various trade agreements and regional trade cooperation impacting our industry.</p> <p>(ii) Age not exceeding 62 years as on 1<sup>st</sup> January 2026.</p> <p>(iii) Experience in liaison with co-ordination with high level Government functionaries in Commerce &amp; Finance Ministry of Government of India and with senior officers from State Government.</p> <p>(iv) In case of selection, the tenure will be 3 years. The appointment may be extended with the approval of COA, but not beyond the age of 65 years. In the event of performance being found unsatisfactory, the COA can terminate the services at any time by giving one month notice or one month salary in lieu of notice period.</p> <p>(v) The remuneration will be consolidated and will be decided on the capability and experience of the candidate.</p>

11	Applicability of other rules etc.	All applicable rules and regulations including the Standing Orders of Council for Leather Exports shall apply on appointment to the post.
12	Role of Executive Director, CLE	<p>The Executive Director (ED) shall be under the control and direction of the Committee of Administration of Council for Leather Exports. He/ She shall be the overall incharge of the administration of the Council and shall supervise the work of all officers of the Council.</p> <p>The Executive Director (ED) shall be directly reporting to Chairman of the Council.</p>

Application form is given below.

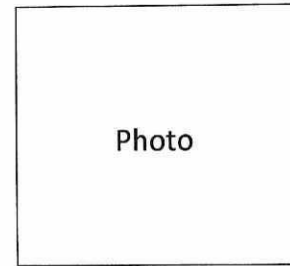
Interested eligible candidates may send the duly signed and scanned copy of the application, along with all required documents as per below prescribed format by email to [chairman@cleindia.com](mailto:chairman@cleindia.com) within 30 days of release of this advertisement and submit hard copies by courier/ post to the following address with the caption **APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR** in the envelope to.

The Chairman  
Council for Leather Exports  
1B, 1<sup>st</sup> Floor, Duckback House  
41 Shakespeare Sarani  
Kolkata - 700017

No application shall be entertained under any circumstances after the stipulated date. Incomplete applications are liable to be rejected. No TA/DA will be given for attending the interview.

		<p>d) Knowledge of global organizations in developed and developing countries dealing with various aspects of leather Industry</p> <p>(iv) In case of selection of an open market candidate on Direct Recruitment, the appointment will be on contract basis, initially for three years. The appointment may be extended for another two years only with the approval of CoA.</p> <p>(v) The services of an Executive Director selected from the open market may be terminated by the CoA at any time by giving one month notice or one month salary in lieu of notice period, in case the performance of the incumbent is not satisfactory.</p>
10	Eligibility and other conditions for retired Government officers of IAS cadre	<p>Retired officer of Indian Administrative Services (IAS) not below the rank of Joint Secretary at the time of retirement with following eligibility conditions.</p> <p>(i) Candidates should have adequate knowledge of National and International Trade Policy, WTO and various trade agreements and regional trade cooperation impacting our industry.</p> <p>(ii) Age not exceeding 62 years as on 1<sup>st</sup> January 2026.</p> <p>(iii) Experience in liaison with co-ordination with high level Government functionaries in Commerce &amp; Finance Ministry of Government of India and with senior officers from State Government.</p> <p>(iv) In case of selection, the tenure will be 3 years. The appointment may be extended with the approval of COA, but not beyond the age of 65 years. In the event of performance being found unsatisfactory, the COA can terminate the services at any time by giving one month notice or one month salary in lieu of notice period.</p> <p>(v) The remuneration will be consolidated and will be decided on the capability and experience of the candidate.</p>

**APPLICATION FOR POST OF EXECUTIVE DIRECTOR, COUNCIL FOR LEATHER EXPORTS**



Category (Please Tick)	<b>Category Type</b>		<b>Tick</b>	
	Deputation from Central Government			
	Deputation from State Government			
	Deputations from Organisations under Central/ State Government			
	Direct recruitment from Open market			
	Internal Candidate from Council for Leather Exports			
	Retired IAS Government officers under contract			
Name				
Father's Name				
Address for communication including Phone, Mobile, E-mail etc ;				
Date of birth (Date /Month/Year) and Age				
Educational Qualifications (Chronological Order)				
Exam Passed	University / Institute	Year of passing	Percentage and Division	Subject

Information pertaining to eligibility <i>(as per format given below)</i>					
		Qualification/experience possessed by the applicant			
Essential	1.				
	2.				
	3.				
Desirable	1.				
	2.				
	3.				
	4.				
Work Experience (Years and Months completed)					
Details of employment held in chronological order including present employment. <i>(Please fill the details as per format below. Please enclose separate sheet duly authenticated by your signature if space is insufficient)</i>					
S. No.	Office/Institution and Post held	From (Month and year)	To (Month and Year)	Scale of pay including Basic Pay	Nature of duties
Salary / Gross emoluments drawn per month (Rs.)					