



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

Website : www.leatherindia.org

NO. CLE/ADM/EDR-2026

22nd April 2026

OFFICE MEMORANDUM

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

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

CLE has issued a Vacancy Notification dated 16th April 2026 inviting applications from eligible and willing officers for appointment to the post of “Executive Director – Council for Leather Exports”.

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>

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

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.



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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, 1st 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