

OFFICE MEMORANDUM

Subject: Filling up the post of Director General in National Museum, New Delhi under Ministry of Culture on deputation or on contract basis.

Applications are invited for appointment to the post of Director General in National Museum, New Delhi under Ministry of Culture on deputation or on contract basis, in Level-15 of Pay matrix [Pre-revised-Pay Band Higher Administrative Grade(HAG) Rs. 67000/-(annual increment @ 3%)-79000/-], General Central Service, Group 'A' Gazetted, Ministerial. The mode of selection is through a high-level Search-cum-Selection Committee comprising of experts in the field.

2. Job Description:

The National Museum, the premier museum of India with a rich, exquisite collection, under the Ministry of Culture is seeking qualified candidates for the position of its Director General (DG). The incumbent will head the National Museum and will be overall in-charge of its functioning and will work with the Ministry of Culture for coordination and policy formulation.

3. Eligibility

I On deputation basis

Officers under the Central Government or the State Government or Union Territories or Public Sector Undertakings or Universities or recognized research institutions or semi-Government or statutory and autonomous Organizations:

(a) (i) holding analogous posts on regular basis in the parent cadre or department; or

(ii) with three years' service in the grade rendered after appointment thereto on a regular basis in posts in Level-14 of Pay Matrix [Pre-revised- Pay Band of Rs. 37400-67000/- with Grade Pay of Rs. 10000/-] or equivalent in the parent cadre or Department; and

(b) possessing the educational qualifications and experience asunder:

(i) Master's degree from a recognized University or equivalent; in Museology or History of Art or History or Sanskrit or Pali or Prakrit or Persian or Arabic or Archaeology or Anthropology or Fine Arts or Chemistry.

(ii) fifteen years' experience (including research work) in Museology or History of Art or History or Sanskrit or Pali or Prakrit or Persian or Arabic or Archaeology or Anthropology or Fine Arts or Chemistry out of which five years' experience shall be in the administration.

Desirable:

Bachelor's Degree in Management from a recognized University or equivalent.

Note: The maximum age limit for appointment by deputation shall not exceed **fifty six** years as on the closing date for receipt of applications.

II On contract basis

Persons possessing qualifications and experience as specified in item I above for appointment by deputation.

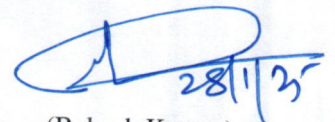
Note 1: The maximum age limit for appointment on contract basis shall not exceed **sixty seven** years as on the closing date for receipt of applications,

Note 2: Appointment on contract basis shall be for a period of **three years** and may be extended subject to satisfactory performance and maximum age limit of **seventy years**.

Note 3: In case of appointment on contract basis, the terms and conditions of service of the incumbent of the post shall be as applicable to a Group 'A' officer of the Central Government holding analogous post.

4. Applications, in duplicate, in the prescribed proforma and complete up-to-date CR dossiers (for the last five years) of the Officers who can be spared in the event of their selection alongwith (i) vigilance clearance, (ii) integrity certificate, (iii) cadre clearance, and major/minor penalty statement for the last 10 years should reach the undersigned at address : Room No.333-A, C-Wing, Ministry of Culture, Shastri Bhawan, New Delhi - 110001, through proper channel within a period of 60 days from the date of publication of advertisement in Employment News. Applications received after the due date or otherwise incomplete will not be considered and stand rejected. The applications/CV not accompanied by supporting certificates/documents in support of Qualifications and experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.

5. The details regarding eligibility conditions, educational qualifications and experience, application form, Recruitment Rules, date of receipt of applications etc. attached to the post are available on the website of this Ministry at www.indiaculture.nic.in



(Rakesh Kumar)

Under Secretary to the Govt. of India.

Tel:23380136

E:mail : Rakesh.Kumar68@gov.in

To

1. All Ministries/Department of Govt. of India with the request for further circulation of vacancy among all the Attached/Subordinate Offices/Autonomous Bodies/Public Sector Undertakings/Universities/Recognized Research Institutions/ /Statutory /Autonomous Organizations under their control.
2. Chief Secretaries of States/Union Territories
3. Administrator, National Museum, Janpath, New Delhi for displaying at notice board of the Museum and its website.
4. The Director General, Doordarshan, Doordarshan Bhawan, Copernicus Marg, New Delhi-110001 with the request to telecast the vacancy in the Employment News Bulletin.
5. The Director General (Resettlement Division), Ministry of Defence, West Block-IV, Wing-I, R.K. Puram New Delhi for wide publicity among eligible officers.
6. Attached/Subordinate Offices/Autonomous Organizations under the Ministry of Culture.
7. Registrars of all Central Universities
8. Director, Employment News, West Block, R.K.Puram, New Delhi 110066
9. NIC for placing on the website of the Ministry

BIO-DATA/ CURRICULUM VITAE PROFORMA FOR THE POST OF DIRECTOR GENERAL,
NATIONAL MUSEUM, NEW DELHI

1. Name and Address (in Block Letters)	
2. Date of Birth (in Christian era)	
3. i) Date of entry into service	
ii) Date of retirement under Central/State Government Rules	
4. Educational Qualifications	
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications/ experience possessed by the officer
I. On deputation basis Officers under the Central Government or the State Government or Union Territories or Public Sector Undertakings or Universities or recognized research institutions or semi-Government or statutory and autonomous Organizations: (a) (i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with three years' service in the grade rendered after appointment thereto on a regular basis in posts in Level-14 of Pay Matrix [Pre-revised- Pay Band of Rs. 37400-67000/- with Grade Pay of Rs. 10000/-] or equivalent in the parent cadre or Department; and (b) possessing the educational qualifications and experience as under:	Essential:-

(i) Master's degree from a recognized University or equivalent; in Museology or History of Art or History or Sanskrit or Pali or Prakrit or Persian or Arabic or Archaeology or Anthropology or Fine Arts or Chemistry.

(ii) fifteen years' experience (including research work) in Museology or History of Art or History or Sanskrit or Pali or Prakrit or Persian or Arabic or Archaeology or Anthropology or Fine Arts or Chemistry out of which five years' experience shall be in the administration.

Desirable:

Bachelor's Degree in Management from a recognized University or equivalent.

Note: The maximum age limit for appointment by deputation shall not exceed **fifty six** years as on the closing date for receipt of applications.

II On contract basis

Persons possessing qualifications and experience as specified in item I above for appointment by deputation.

Note 1: The maximum age limit for appointment on contract basis shall not exceed **sixty seven** years as on the closing date for receipt of applications,

Note 2: Appointment on contract basis shall be for a period of **three years** and may be extended subject to satisfactory performance and maximum age limit of **seventy years**.

Note 3: In case of appointment on contract basis, the terms and

Desirable:-

conditions of service of the incumbent of the post shall be as applicable to a Group 'A' officer of the Central Government holding analogous post.	
--	--

5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the **Administrative Ministry/Department/Office** at the time of issue of Circular and issue of Advertisement in the Employment News.

5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated **by the candidate.**

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
---	--

6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.

7. Details of Employment, in chronological order. **Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.**

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

* Important : Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned . Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP / MACP Scheme	From	To

8. Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract basis, please state-			
a) The date of initial appointment	b) Period of appointment on deputation/ contract	c) Name of the parent office/organization to which the applicant belongs	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation

<p>9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p>9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organisation</p>		
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		
<p>11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others</p>		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc., (with break-up details)	Total Emoluments
<p>16(A) Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular /Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)</p>		

<p>16(B) Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)</p>	
<p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non- Government Organizations are eligible only for Short Term Contract)</p>	
<p># (The option of 'STC' / 'Absorption'/Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p>	
<p>18. Whether belongs to SC/ST</p>	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address-----

Tele No.....

Email :.....

Date-----

Certification by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. _____.
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years **Or** A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/ Cadre Controlling Authority with Seal

Tele No.....

Email:.....