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Sl. No. 6-48/2014-14-1
Government of India
Ministry of Culture

Shastri Bhawan, New Delhi
Dated the 24th June, 2015.

Office Memorandum

Subject: Filling up the post of Additional Director General (ADG), Group-'A' (Gazetted), Ministerial in PB-4, Rs. 37400-67000, Grade Pay of Rs. 10000/- by Composite Method : Deputation (including short term contract) or promotion in the National Museum, New Delhi under the Ministry of Culture, Govt. of India.

Applications are invited from eligible officers for appointment to the post of Additional Director General (ADG), Group-'A' (Gazetted), Ministerial in PB-4, Rs. 37400-67000, Grade Pay of Rs. 10000/- in National Museum, New Delhi a Sub-Ordinate Office under Ministry of Culture.

2. Job Description:

The National Museum, the premier museum of India with a rich and exquisite collection, under the Ministry of Culture is seeking qualified candidates for one post of Additional Director General (ADG). The incumbent will be overall in-charge of a division of the Museum and will be responsible for collection and stores management, proper/scientific display of artifacts, information, signages, floor plans & visitor facilities. He /She will also look after activities pertaining to the museums shop and souvenirs, multi-media, audio visual and guide facilities. He/She will also be responsible for image building, publicity and cultural events, visiting & travelling exhibitions, expansion & acquisition of collections, professional development of museum personnel, implementation of plan schemes & special projects, conservation and restoration etc.

Eligibility

Officers under the Central Government or the State Governments or Union Territories or Public Sector Undertakings or Professor or Associate Professor or equivalent from recognized Universities or Research Institutions or Statutory and Autonomous Organizations:

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

Or

(ii) with two years' service in the grade rendered after appointment thereto on regular basis in posts in the Pay Band-4 of Rs. 37400-67000/- with Grade Pay of Rs. 8900/- or equivalent in the parent cadre or department;

Or

(iii) with three years' service in the grade rendered after appointment thereto on regular basis in posts in the Pay Band-4 of Rs. 37400-67000/- with Grade Pay of Rs. 8700/- 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 by UGC or Association of Indian Universities 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; and

- (ii) Fifteen years of experience at a level of Curator and above in a Museum of National or International repute with evidence of published research work.

Desirable:

Post graduate diploma in Management or MBA from a recognized Institute or University.

Note-1 : Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed five years.

Note 2: The maximum age limit for appointment by deputation (ISTC) shall not exceed 56 years as on the closing date for receipt of applications.

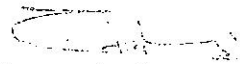
Note 3: For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 01.01.2006 the date from which the revised pay structure based on the 6th CPC recommendations has been extended, shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one Grade with a common Grade Pay or Pay Scale, and where this benefit will extend only for the post(s) for which that Grade or Pay Scale is the normal replacement Grade without any upgradation.

Note 4: The Departmental Joint Director General in Pay Band-4, Rs. 37400-67000 plus Grade Pay of Rs. 8700 with three years regular service in the Grade shall also be considered alongwith outsiders and in case he or she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

4. Applications, in duplicate, in the enclosed prescribed proforma (Annexure) and complete up-to-date ACR dossiers (for the last 5 years) of the Officers who can be spared in the event of their selection along with (i) vigilance clearance, (ii) integrity certificate, (iii) cadre clearance, and (iv) major / minor penalty statement for the last 10 years should reach the undersigned through proper channel within a period of 45 days from the date of publication of advertisement in the Employment News. Applications received after the due date or otherwise incomplete will not be considered and will stand rejected.

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

Encl: as above


(Satyendra Kumar Singh)

Under Secretary to the Govt. of India

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Dr. Rajendra Prasad Road

New Delhi - 110115

To.

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

Application for the post of Additional Director General, National Museum, New Delhi

1. Name of the applicant (in Block letters):
2. Date of Birth (In Christian era):
3. Date of retirement under Central/State Government:
4. Postal Address (with telephone number and E-mail address):
5. Education Qualification:

Sl. No.	Essential	Desirable
1.		
2.		
3.		

6. Service to which you belong:
7. Whether belong to SC/ST/OBC:
8. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post:
9. Details of employment, in chronological order, enclose a separate sheet, duly authenticated by your signature if the space below is insufficient:

Office/Institute	Post Held	From	To	Pay Band and Grade Pay	Nature of duties

10. Nature of present employment i.e. ad-hoc or (Temporary) quasi-permanent or permanent:
11. In case the present employment is held on deputation basis, please state:-
 - (a) The date of initial appointment:
 - (b) Period of appointment on deputation:
 - (c) Name of the present office/organization to which you belong:
12. Additional details about present employment. Please state whether working under:
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous Organization
 - (d) Government Undertaking
 - (e) Universities

13. Are you in revised scale of pay? If yes, give the date from which the revision took place (Please indicate the pre-revised scale, as well):

14. Existing total emoluments drawn per month:

15. Additional information, if any, which you would like to mention in support of your suitability for the post. (Please enclose a separate sheet):

Signature of Candidate

Address.....

Forwarding Note by the Employer

It is certified that:

- (i) Information given in the above proforma is correct as per the service records of the applicant.
- (ii) The applicant is clear from vigilance angle.
- (iii) The integrity of the applicant is beyond doubt.
- (iv) No major/minor penalty has been imposed on the applicant in last 10 years.
- (v) The cadre controlling authority of the applicant has given its clearance for his applying for the above post.
- (vi) The ACR Dossier (Duly attested each page by an officer not below the rank of Under Secretary to the Govt. of India) for the last five years of the applicant is enclosed with the application.

(Signature with seal of the authorized signatory on behalf of the employer)