

F. No. 2-6/2021 – NM – 488
Government of India
Ministry of Culture
Shastri Bhawan,
New Delhi – 110001



To

Chief Secretariats of All State Governments and Union Territories.

Sub:- Filling up the post of Conservator, Group 'A', Gazetted, Non-Ministerial in Level – 11 (Rs. 67700-208700/-) of the pay matrix (Equivalent to Pay Band – 3 (Rs. 15600-39100) with grade pay of Rs. 6600 of the 6th Pay Commission) by deputation (including short-term contract) in the National Museum, New Delhi under the Ministry of Culture, Govt. of India.

Sir,

I am directed to say that it is proposed to prepare a panel for filling up the post of Conservator, Group 'A', Gazetted, Non-Ministerial in Level – 11 (Rs. 67700-208700/-) of the pay matrix (Equivalent to Pay Band – 3 (Rs. 15600-39100) with grade pay of Rs. 6600 of the 6th Pay Commission) by deputation (including short-term contract) in the National Museum, New Delhi, a subordinate office under the Ministry of Culture from Officers under the Central Government or State Governments or Union Territories or Public Sector Undertakings or Universities or Recognized Research Institutions or Semi-government or Statutory or Autonomous Organizations.

2. Detailed particulars, eligibility requirements etc. in respect of the post are enclosed (Annexure-I). Persons selected on deputation basis will be entitled to the normal deputation terms as admissible under the Central Govt. Rules in force from time to time. The period of deputation or including short term contract including the period of deputation 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 four years.

3. The maximum age limit for the candidates for appointment should not exceed 56 years as on the closing date fixed for the receipt of applications.

4. It is requested that particulars of eligible and willing officers working in your departments/ Institution should be duly verified and counter signed by the employer and forwarded through proper channel in the attached proforma (Annexure – II). Along with this, their up to date Confidential Report dossiers or Photocopy of APARs duly attested by officers not below the rank of Under Secretary on each page for the last five years, and Integrity Certificate / Vigilance Clearance and Penalty Statement imposed during the last ten years should be forwarded to this office **within 60 days** from the date of publication of this circular in the Employment News / Rozgar Samachar. The applications may be sent to the following address:

Administrative Officer
National Museum,
Janpath, New Delhi
New Delhi – 110001

5. A candidate who applies for the post will not be allowed to withdraw his/ her candidature subsequently.

6. Applications received without up-to-date Confidential Reports/ Vigilance Clearance/ Integrity Certificates or otherwise found incomplete or received after the last date of application will not be entertained.

7. It may be noted that this is a Deputation (including short-term contract) post and is open for existing Government officials only.

Yours faithfully,



Administrative Officer
National Museum,

Jannpath, New Delhi

प्रशासनिक अधिकारी / Administrative Officer
राष्ट्रीय संग्रहालय / National Museum
नई दिल्ली-110011 / New Delhi-110011
Tel. No. 011-3019272

To

1. Under Secretary (M-I), Ministry of Culture, Shastri Bhawan, New Delhi for display in the Notice Board of the Ministry and for uploading it on the website of the Ministry of Culture.
2. All the Ministries / Departments of Govt. of India with the request for further circulation of vacancy among all the attached / statutory or Autonomous Organizations under their control.
3. The Editor, Employment News (Advt.) Employment News, East Block IV, level – V, R. K. Puram, New Delhi – 110066 along with a gist of circular (in English and Hindi) with a request to publish in the Employment News / Rozgar Samachar/ A cutting of advertisement may be also supplied to this Ministry (through National Museum).
4. Director General, (Doordarshan), Doordarshan Bhawan, Copernicus Marg, New Delhi – 110001 with a request to telecast the vacancy in the Employment News Bulletin.
5. Director General (Resettlement Division), Ministry of Defense, West Block – IV, Wing – I, R. K. Puram, New Delhi for wide publicity among eligible officers.
6. All attached / Subordinate Offices/ Autonomous Organizations under Ministry of Culture.
7. Registrars of all Universities in India for publicity.
8. Jatan Section for placing on the website of the National Museum.
9. **National Career Service (NCS) Portal of Ministry of Labour & Employment (ddg-dget@nic.in)**

PARTICULARS OF THE POST

1	Name of the post	:	Conservator
2	No. of the post		1 (one)
3	Scale of pay		Matrix Level – 11 (Rs. 67700-208700/-) of the pay matrix (Equivalent to Pay Band – 3 (Rs. 15600-39100) with grade pay of Rs. 6600 of the 6 th Pay Commission).
4	Classification		General Central Service Group 'A' Gazetted Non-Ministerial
5	Duties and responsibilities of the post		Responsible for planning and implementation of all technical and academic program in Conservation Laboratory regarding Curative / preventive conservation works.
6	Method of Recruitment		By Promotion failing which by deputation including short-term contract.
7	Educational Qualification		<p>Deputation (including short term contract):</p> <p>Officers of the Central Government or State Governments or Union territories or public sector undertakings or Universities or recognized research institutions or semi-government or statutory or autonomous organizations;</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years' regular service in the grade rendered after appointment thereto on regular basis in posts in the pay band-3 of Rs. 15,600-39,100/- with grade pay of Rs. 5,400/- or equivalent in the parent cadre or department; and</p> <p>(b) Possessing the following educational qualifications and experience :</p> <p>Essential:</p> <p>(i) Master's Degree in Chemistry or Conservation or Fine Arts from a recognized university; and (ii) Seven years' experience of application of Science in conservation or preservation or analysis of Museum's material or paintings or art object (inorganic and organic)</p> <p>Desirable: Research experience on some aspects of conservation of Museum and art objects.</p> <p>Note 1: The period of deputation or including short term contract including the period of deputation 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 four years</p> <p>Note 2: The maximum age limit for appointment by deputation or contract shall be not exceeding 56 years as on the closing date of receipt of applications.</p>

		<p>Note 3: For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended) shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the recommendation 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.</p>
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**BIO-DATA/ CURRICULUM VITAE PROFORMA FOR FILLING UP THE POST OF
CONSERVATOR IN THE NATIONAL MUSEUM, NEW DELHI**

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<p>Note 2: The maximum age limit for appointment by deputation or contract shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p>Note 3: For the purpose of appointment on deputation basis, the service rendered on regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended) shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the recommendation 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.</p>	<p>Desirable:</p>
<p>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.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>	
<p>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.</p>	
<p>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.</p>	

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
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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 and pay of the post held in substantive capacity in the parent organization
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. 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/ organization			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others			
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 Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization 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	
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)			

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)

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)

(The option of 'STC' / 'Absorption'/Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").

18. Whether applicant belongs to SC/ST