

No. 1-7/2014-15/NMNH /Admn.
Government of India
National Museum of Natural History
(Ministry of Environment, Forests and Climate Change)

Tansen Marg,
New Delhi-110001
Dated: 1st Dec, 2014

Office Memorandum

It is proposed to fill up one post of Cabinet Maker in the National Museum of Natural History, New Delhi, under the administrative control of Ministry of Environment, Forests and Climate Change, Government of India by composite method of deputation/promotion in PB-1, Rs. 5,200- 20,2000 + grade pay of Rs. 2,400. The Departmental Carpenter with eight years service in the grade rendered after appointment thereto on regular basis in the Pay band -1, Rs. 5,200- 20,2000 + grade pay of Rs. 1,900 shall also be considered along with outsiders and in case he is selected for appointment to the said post the same shall be deemed to have been filled by promotion. The Pay and Allowances of the Officer on deputation basis will be regulated in accordance with the provisions of the DOPTs O.M No. 2/6/2009- Estt (Pay-II) dated 25.02.2009 as amended from time to time. The period of deputation shall ordinarily be for a period of three years.

2. The eligibility criteria, qualifications, experience etc., required for the post are indicated in Annexure-I.

3. Applications in the prescribed proforma (Annexure-II) of suitable candidates who are eligible, willing and who can be spared may be sent to Dr. Reena Dey, Scientist 'C', National Museum of Natural History, Tansen Marg, New Delhi- 110001 within 60 days from the date of publication of this advertisement in the Employment News alongwith (i) Photocopies of up-to date ACR dossiers of the officers for last 5 years duly attested by an officer of the level of Under Secretary or equivalent (original ACR's may not be sent), (ii) Cadre Clearance/Vigilance Clearance/Integrity Certificate and (iii) Certificate to the effect that no major or minor penalty has been imposed on the officer during the last 10 years.

4. Applications received late or without the ACRs or which are otherwise found incomplete will not be considered. The applicants will not be permitted to withdraw their candidature later on.


Dr. Reena Dey

Scientist 'C' & Head of Office

1. All Ministries / Departments.
2. All Attached / Subordinate Offices of the Ministries/Department.

Copy to:-

Scientist-B, RMNH Bhopal with the request to make available a copy of the O.M to Shri. Devinder Sharma, Carpenter for necessary action.

Annexure-I

Details of eligibility conditions etc. for the post of Cabinet Maker in the National Museum of Natural History, New Delhi.

1. Name of the post : Cabinet Maker
2. Number of vacancy : 1 (One)
3. Classification of the Post: General Central Service, Group-C, Non-Gazetted, Non-Ministerial.
4. Scale of Pay : PB-1, Rs. 5,200- 20,2000 + grade pay of Rs. 2,400
5. Method of Recruitment: By deputation/promotion. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding the appointment in the same or some other organization/department of Central Government shall not exceed three years. The Departmental Carpenter with eight years service in the grade rendered after appointment thereto on regular basis in PB-1, Rs. 5,200- 20,2000 + grade pay of Rs. 1,900/- shall also be considered alongwith outsiders and in case he is selected for appointment to the said post, the same shall be deemed to have been filled by promotion
6. Eligibility conditions : Officers under the Central Government or State Governments:
 - (a) (i) holding analogous post on a regular basis in the parent cadre or department; or
(ii) with 8 years' service in grade rendered after appointment thereto on a regular basis in PB-1, Rs. 5,200- 20,2000 with grade pay of Rs. 1900/- or equivalent, and
 - (b) possessing following qualifications:-

Essential:

 - (i) Matriculation or equivalent pass from a recognised board;
 - (ii) Certificate in Carpentry Trade from a recognised technical institute, and
 - (iii) Five years experience in making cabinets and models.

Desirable: Knowledge of preparing estimates of work.

Age limit: The maximum age limit for appointment on deputation shall not be exceeding 56 years as on the closing date for receipt of applications.

Proforma for application for the post of Cabinet Maker in the National Museum of Natural History, New Delhi.

1.	Name	
2.	Date of Birth	
3.	Date of superannuation	
4.	Educational Qualifications	
5.	Eligibility conditions [(a) (i) or (a) (ii)] + (b)	
(a)	Officer of Central Government holding analogous post on regular basis in PB-1, Rs. 5,200- 20,2000 + grade pay of Rs. 2,400	
(a)	Officer of Central Government or State Government holding a post on regular basis for eight years in PB-1, Rs. 5200-20200 + grade pay of Rs. 1900 or equivalent	
(b)	possessing following qualifications:- Essential: (i) Matriculation or equivalent pass from a recognised board; (ii) Certificate in Carpentry Trade from a recognised technical institute, and (iii) Five years experience in making cabinets and models. Desirable: Knowledge of preparing estimates of work.	
6.	Present post held, date from which held and the Pay band and grade pay therein.	
7.	Experience in the subject field of selection.	
8.	Details of service rendered (i) to (iv)	
(i)	Name of the post and Employer	
(ii)	Duration (Fromto.....)	
(iii)	Pay band and grade pay	
(iv)	Nature of appointment (Regular or Adhoc)	
(v)	Nature of duties performed	
9.	Whether belongs to SC/ST/OBC	
10.	Other relevant information if any	

Signature of the candidate

Countersigned
(Employer)