

No. 6-98/2012-13/NMNH/Admn.
Government of India
National Museum of Natural History
(Ministry of Environment & Forests)
Tansen Marg, New Delhi-110001

Dated: 21st May, 2014

Office Memorandum

It is proposed to fill up one post of Senior Audio Visual Assistant the PB-2, Rs. 9300-34800 + grade pay of Rs. 4200 in the National Museum of Natural History, New Delhi, a subordinate office under the administrative control of Ministry of Environment and Forests, Government of India on deputation (including short term contract) basis. The Pay and Allowances of the selected officer will be regulated in accordance with the provisions of the DOP&T's O. M. No. 2/6/2009- Estt. (Pay-II) dated 25.02.2009 as amended from time to time. The period of deputation/ short term contract, including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed 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, FICCI Auditorium Building, Tansen Marg, New Delhi-110001 within 60 days of publishing 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 ACRs 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'

1. All Ministries / Departments/State Governments/Union Territories/Leading Museums/Autonomous Institutes/ Public Sector Undertaking/Universities/Recognised Research institutions.
2. All Attached / Subordinate Offices of the Ministries.

Details of eligibility conditions etc. for the post of Senior Audio Visual Assistant in the National Museum of Natural History, New Delhi.

1. Name of the post : Senior Audio Visual Assistant
2. Number of vacancy : 1 (One)
3. Classification of the Post: General Central Service, Group-B, Non- Gazetted, Non-Ministerial.
4. Scale of Pay: PB-2, Rs. 9300-34800 + grade pay of Rs. 4200.
5. Method of Recruitment: On deputation (including short term contract) basis. The period of deputation including the period of deputation/ short term contract 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.
6. Eligibility conditions : Officers under the Central/State Governments/Autonomous Institutes/ Public Sector undertakings/ Universities/ Recognised Research Institutions :
 - (a) (i) holding analogous posts on regular basis in PB-2, Rs. 9300-34800 + grade pay of Rs .4200; or
(ii) with 5 years regular service in PB-1, Rs. 5200-20200 + grade pay of Rs. 2800 or equivalent;
and
 - (b) Possessing (i) Diploma in Electronics from a recognised University/Institution or equivalent and
(ii) 3 years experience in handling audio visual equipments, public address system and repair and maintenance of electronic equipment.
7. Age limit: The maximum age limit for appointment on deputation/short term contract shall not be exceeding 56 years as on the closing date for receipt of applications.

Proforma for application for the post of Senior Audio Visual Assistant in the National Museum of Natural History on deputation (including short term contract) basis.

1.	Name	
2.	Date of Birth	
3.	Date of superannuation under Central/State Government/ Autonomous Institutes/ Public Sector undertakings/ Universities etc. Rules	
4.	Educational Qualifications	
5.	Eligibility conditions [(a) (i) or (a) (ii)] + (b)	
(a) (i)	Officer under Central/State Govt./PSU/University etc. Holding analogous post on regular basis in PB-2, Rs. 9300-34800 + grade pay of Rs. 4200	
(a) (ii)	Officer under Central/State Govt./PSU/University etc. holding a post on regular basis for five years in PB-1, Rs. 5200-20200 + grade pay of Rs. 2800	
(b)	(a) Possessing (i) Diploma in Electronics from a recognised University/Institution or equivalent and (ii) 3 years experience in handling audio visual equipments, public address system and repair and maintenance of electronic equipment.	
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)