

INDIAN MUSEUM, KOLKATA
Ministry of Culture, Government of India
27, Jawaharlal Nehru Road, Kolkata – 700 016

Advertisement No. 01/2021

Indian Museum, Kolkata, an autonomous body under the Ministry of Culture, Govt. of India invites application for the following positions:

Consultant- 3 nos.

In the field of (i) Conservation, (ii) Establishment, (iii) Finance & Accounts

The last date of receipt of completed application is 18.10.2021.

Sl.	Designation	Number of post	Eligibility	Pay and other guidelines
01	Consultant (Conservation)	1 (One)	Officials retired from Government / Autonomous bodies under the government in posts not below the level of Deputy Curator (GP-5400- 6 th CPC/Level 10-7 th CPC) and having experience in working as Curator/ Conservator in Govt. / ASI Museums.	As per OM No. H-13011 / 101 / 2015 - Estt. dated 23 rd March, 2018
02	Consultant (Establishment) and Consultant (Finance & Accounts)	1 (One) 1 (One)	Officials retired from Government Service / Autonomous bodies under the government in posts not below level of Section Officer (GP- 5400- 6 th CPC/ Level 10-7 th CPC) and having experience in Central Govt. General Financial Rules, Accounting procedure, PFMS and works related to Administration, Establishment, GFR for procurement, maintenance of stores etc.	As per OM No. H-13011 / 101 / 2015 - Estt. dated 23 rd March, 2018

1. The engagement will be purely on contract basis and will not confer any right for regular appointment in Indian Museum. The initial period of engagement will be for twelve (12) months, which can be extended up to a maximum period of one more year subject to functional requirements, appraisal of the performance and medical fitness of the individual.

However, Indian Museum deserves the right to terminate the contract at any time, without giving any notice, in case the working performance of the consultant is found to be unsatisfactory and/or for other administrative reasons.

2. The maximum amount of monthly consolidated fee payable to different categories of Consultants shall be as under:

Sl. No.	Level	Remuneration
1.	Director / Deputy Secretary	Rs. 50,000 /-
2.	Under Secretary	Rs. 40,000 /-
3.	Section Officer	Rs. 35,000 /-
4.	Assistant Section Officer	Rs. 25,000 /-

3. The Consultant shall not be entitled to any other allowances such as DA, transport facility, residential accommodation, CGHS/Medical facility, Medical reimbursement etc. apart from the monthly remuneration/ consolidated fee.
4. The retired Government servant engaged as Consultant shall continue to draw pension and Dearness Relief on pension during the period of his engagement as Consultant.
5. The consultant shall be entitled to avail 8 days of Paid Leave in a calendar year.
6. The Consultants, based upon qualification & prior experience, will be assigned works in areas related to their field of past experience and any other work as may be required for proper functioning of Indian Museum.
7. The consultant shall be required to observe the normal office timing and may also be called upon to attend the office on Saturday, Sunday or any holiday in case of exigencies of work. They shall mark their attendance mandatorily and failing which may result in deduction of remuneration.
8. The Consultant will have to sign a Confidentiality and Non-Disclosure Undertaking before commencement of assignment.

Duly signed application as per enclosed format may be submitted to Director Indian Museum Kolkata, 27 Jawaharlal Nehru Road, Kolkata – 700016.

Application Form for Engagement as Consultant at Indian Museum, Kolkata

1	Name of the Post Applied For:	
2	Name of the Applicant	
3	Mother's / Father's / Husband's Name	
4	Date Of Birth	
5	Address for Correspondence	
6	Permanent Address	
7	Contact No./ Mobile No.	
8	Email. ID	
9	Education/ Technical Qualification	
10	Date of retirement and Designation & name of the office where the officer was last working. (Enclose the copy of PPO).	
11	Any other relevant information (use a separate sheet, if necessary)	

Details of experience

Period (Starting from the latest)	Name of office/Organization	Post, Pay - Pay band with Grade Pay	Description of duties performed during service period and consultancy (if any)

I certify that above furnished information is true. I have read the terms and conditions of the assignment and these are acceptable to me. I also certify that no disciplinary / Vigilance proceeding is pending against me. I request to kindly consider my candidature for the post.

Date:

Signature of the Applicant