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

Note-1: The Departmental Director (Collection and Administration) in Level-12 of Pay Matrix [Pre-revised Pay Band-3, Rs. 15600-39100 plus Grade Pay of Rs. 7600] with five years regular service in the grade shall also be considered along with outsiders and in case he or she is selected for appointment to the post of same shall be deemed to have been filled by promotion.

Note-2: 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 3: The maximum age limit for appointment by deputation (ISTC) shall not be exceeding 56 years as on the closing date for receipt of applications.

Note 4: 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 pay or pay scale is the normal replacement grade without any upgradation.

4. The applications in duplicate in the enclosed prescribed proforma (Annexure) and complete up to date ACR dossiers of the officer (last 5 years—each page duly attested by an officer not below the rank of Under Secretary) 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 (excluding the first date of publication) 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. The applications/CV not accompanied by supporting certificates/documents in support of Qualifications and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.

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.nic.in

Encl: as above

(S.K. Singh)
Under Secretary to the Govt. of India
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