

Advt. No. 2/2011

Parliament of India (Joint Recruitment Cell)

Applications are invited from the eligible Indian citizens for the following ex-cadre posts in Lok Sabha Secretariat for Parliament Museum :

Sl. No.	Name of ex-cadre post and pay scale	Vacancies
1.	Deputy Curator Rs. 15600-39100 (PB-3) + Grade Pay: Rs. 5400	02 UR
2.	Conservator Rs. 15600-39100 (PB-3) + Grade Pay: Rs. 5400	01 UR
3.	Technical Assistant Rs. 9300-34800 (PB-2) + Grade Pay: Rs. 4600	02 UR

2. Methods of Recruitment and Qualifications

Post No. 1: Deputy Curator

(a) Deputation or (b) Transfer on permanent absorption basis;

By selection of persons on deputation or on transfer on permanent absorption basis from Museum under the control of Central/State Governments or State Legislature Secretariats or Central/State Public Sector Undertakings/Autonomous Bodies, fulfilling the following conditions (i) Master's degree in History from a recognised University with specialisation in Modern Indian History. Or Master's degree in Museology from a recognised University/Institute. And (ii) 03 years experience in a Museum under the control of Central/State Governments or State Legislature Secretariats or Central/State Public Sector Undertakings/Autonomous Bodies, being conversant with various facets of Museum-related work, including use of latest IT Techniques for planning and maintenance of Museums.

(c) Direct Recruitment; or (d) Short term Contract

(i) Master's degree in History from a recognised University with specialisation in Modern Indian History OR Master's degree in Museology from a recognised University/Institute. And (ii) 03 years experience in a reputed Museum, being conversant with various facets of Museum related work, including use of latest IT techniques for planning and maintenance of Museums.

Post No. 2 : Conservator

(a) Deputation or (b) Transfer on permanent absorption basis;

By selection of persons on deputation or on transfer on permanent absorption basis from a Museum/Laboratory under the control of Central/State Governments or State Legislature Secretariats or Central/State Public Sector Undertakings/Autonomous Bodies, fulfilling the following conditions:

(i) Bachelor's degree with Chemistry from a recognised University. And (ii) 03 years experience in a Conservation Laboratory/Museum under the control of Central/State Governments or State Legislature Secretariats or Central/State Public Sector Undertakings/Autonomous Bodies, being well-versed with various works related to Museum including conservation of papers and textiles and other collections. Must possess knowledge and experience of latest conservation techniques.

(c) Direct Recruitment; or (d) Short-Term Contract

(i) Bachelor's degree with Chemistry from a recognised University. And (ii) 03 years experience in a reputed Conservation Laboratory/Museum, being well-versed with various works related to Museum, including conservation of papers and textiles and other collections. Must possess knowledge and experience of latest conservation techniques.

Post No. 3 : Technical Assistant

(a) Deputation or (b) Transfer on permanent absorption basis;

By selection of persons from Central/State Governments or State Legislature Secretariats or Central/State Public Sector Undertakings/Autonomous Bodies in Central/State Governments or State Legislature Secretariats or Central/State Public Sector Undertakings/Autonomous Bodies, fulfilling the following conditions: (i) Diploma in Electronics or Computer Science from a recognized University/Institute And (ii) 02 years experience in operation, repair and maintenance of Computers, Projectors and other electronic equipments.

(c) Direct Recruitment; or (d) Short-Term Contract

(i) Diploma in Electronics or Computer Science from a recognised University/Institute. And (ii) 02 years experience in operation, repair and maintenance of Computers, Projectors and other electronic equipments.

Note 1 : The period of deputation shall be initially for 03 years on usual terms and conditions of deputation in accordance with the instructions consolidated by DOPT vide their OM No. 6/8/2009-Estt (Pay II) dated 17 June, 2010 adopted vide Lok Sabha Secretariat R&CS Order No.

Misc. 87/2011 dated 04.02.2011.

Note 2 : (i) The period of contract would be initially for 03 years which may be renewed subject to further requirement and satisfactory performance. However, the Lok Sabha Secretariat reserves the right to terminate the contractual appointment earlier by paying one month's remuneration and without assigning any reason. The incumbent shall have to give one month's notice or deposit an amount equal to one month's remuneration if he/she wishes to terminate the contract. The said appointment shall also not vest any right to claim regular appointment in Lok Sabha Secretariat or continued contractual appointment.

(ii) All contractual appointments will be on consolidated remuneration (Fee) equal to the emoluments (including allowances) at the minimum of scale mentioned against the post. However, a sum equivalent to yearly increment as admissible to the regular scale of pay attached to the post plus other allowances thereon will be added in the total emoluments for second and third years of employment, subject to performance appraisal as prescribed from time to time. The contractual appointment may be renewed subject to further requirement and satisfactory performance.

Note 3 : In case of selection on 'Deputation' or 'Short-Term Contract' basis, no residential accommodation will be provided to the incumbent from Lok Sabha Secretariat Pool.

3. Age Limit : Upper age limit is 45 years for all the posts.

4. Selection Procedure :

Eligible candidates will have to appear in aptitude test (100 marks) and personal interview (25 marks). Only those candidates who qualify the aptitude test will be allowed to appear in the personal interview. The candidates will have to secure the minimum qualifying marks in aptitude test as well as in personal interview. Selection will be made on the basis of the performance of the candidates both in the aptitude test and personal interview, subject to availability of vacancies. The minimum cut off percentage of marks is 50% for all categories of candidates.

5. How to Apply

I. Eligible candidates have to apply in typewritten form for the above posts, either in English or in Hindi, strictly in the prescribed format. The format of application can be downloaded from the **Website <http://www.loksabha.nic.in>** under the link 'Recruitment'.

II. The posts shall first be filled by 'Deputation'/'Transfer on permanent absorption basis' failing which by 'Direct Recruitment'/'Short Term Contract'. However, Lok Sabha Secretariat shall have full discretion to fill up the posts through any of the four methods as per the specific requirements and availability of suitable candidates, irrespective of the preference given by a candidate.

III. Candidates desirous of applying for more than one post should submit separate application for each post.

IV. Applications which are illegible, not conforming to the instructions contained in this advertisement or received after the last date will be summarily rejected.

V. Candidates in Government service should submit their application(s) **through proper channel only**. No such application will be accepted 7 days after the last date specified for others. **There should be separate forwarding letter for each application.**

VI. Applicants should affix two **identical self-attested recent** passport size photographs, one on the application form and the other on the attendance sheet.

VII. Canvassing in any manner would lead to summary rejection of application and candidature at any stage.

VIII. All particulars (except Residential Address) furnished by the applicant will be treated as final and **no change will be allowed therein later on.**

IX. For candidates staying abroad and for those residing in Andaman & Nicobar Islands/Lakshadweep/Assam/Meghalaya/Arunachal Pradesh/Mizoram/Manipur/Nagaland/Tripura/Sikkim/Jammu & Kashmir/Lahaul and Spiti districts and Pangi Sub-division of Chamba District of Himachal Pradesh, the last date for receipt of application by post only (**not by Hand or by Courier**) will be 7 days after the last date specified for others.

X. Candidates should send their application in an envelope superscribing clearly the name of the post applied for on the cover of the envelope.

XI. Applications Complete in all respects should be sent to :

The Joint Recruitment Cell

**Room No. 521, Parliament House Annexe,
New Delhi-110001.**

XII. **Age/Qualifications/Experience :** Age/qualifications/experience will be reckoned as on 27.06.2011.

Continued on page 51

Applicants should attach self-attested copies of the certificates in support of age/qualifications/experience/caste. The copy of matriculation or equivalent examination certificate should be attached as proof of date of birth. No other document will be accepted for this purpose.

XIII. **Age Relaxation** : There is no age limit for employees of Lok Sabha Secretariat, provided three years' continuous service has been completed in Lok Sabha Secretariat.

XIV. Preference will be given to those having experience in working in the Parliament Museum.

XV. Applications in case of Government Servants/those in service in Public Sector Undertakings, etc. should be accompanied by complete and up-to-date attested copies of Annual Confidential Reports for the last 05 years along with the required certificate regarding the applicant's integrity, etc.

XVI. **Number of Vacancies** : The number of vacancies specified in respect of the posts is subject to change.

XVII. Right to Cancel the Programme of Recruitment for a Post or Posts:

Lok Sabha Secretariat reserves the right to cancel the Programme of recruitment to any post(s) at any stage without any prior notice and without assigning any reason therefor

XVIII. The last date for receipt of applications is 27.06.2011.

XIX: Candidates should clearly note that the Joint Recruitment Cell will in no case be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever. They should, therefore, ensure that their applications reach the Joint Recruitment Cell on or before the last prescribed date.

XX. Candidates can put their applications in the box kept for the purpose at the Reception Office, Parliament House Annexe, New Delhi. However, no acknowledgement will be issued for the same.

XXI. The advertisement can also be accessed through Lok Sabha Website <http://www.loksabha.nic.in> under the link 'Recruitment'.

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