



No. 02/05/2023-NCM&HKA
Government of India, Ministry of Textiles
O/o Development Commissioner for Handicrafts

National Crafts Museum & Hastkala Academy

(Formerly National Handicrafts & Handloom Museum)

Bhairon Marg, Pragati Maidan, New Delhi -110001

Website: nationalcraftsmuseum.nic.in

Vacancy Circular

Applications are invited from suitable candidates for filling up the following existing vacancies in this office. Details of the vacancies and mode of recruitment is indicated against each post:-

| Sl. No. | Details of post and No. of vacancies | Mode of Recruitment of existing vacancy |
|---------|--|--|
| 1. | Programme and Public Relation Officer-(one) Level-6 in Pay Matrix Rs. 35400-112400/- (General Central Service, Group 'B' Non-Gazetted, Non-Ministerial) | By deputation (including short-term contract). |
| 2. | Exhibition Officer-(one) Level-6 in Pay Matrix Rs. 35400-112400/- (General Central Service, Group 'B' Non-Gazetted, Non-Ministerial) | By deputation (including short-term contract). |
| 3. | Gallery Assistant-(two) Level-4 in Pay Matrix Rs. 25500-81100/- (General Central Service, Group 'C' Non-Gazetted, Non-Ministerial) | By deputation (including short-term contract). |

The deputation terms will be governed by the terms and conditions contained in the DOP&T OM No. 6/8/2009-Estt (Pay-II) dated 17th June 2010, as amended from time to time.

The period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation or Department of the Central Government shall ordinarily not exceed three years.

The maximum age-limit for appointment by deputation (including short-term contract) shall not be exceeding fifty-six years as on the closing date of receipt of applications.

Details of eligibility criteria, application proforma and other information is available on the Museum's website at URL: www.nationalcraftsmuseum.nic.in

The last date for receipt of applications shall be 60 days from the date of publication of this advertisement in Employment News.

Administrative & Security Officer/HoO

CBC 41105/12/0006/2324

EN 29/34

Government of India
Ministry of Communications: Department of Posts
O/o the General Manager
Centre for Excellence in Postal Technology
 Bengaluru-560001

F. No. CEPT-1/STA-FTP/Digs/2023 dated 29-09-2023

Applications are invited from eligible Central Government Employees to fill up the Technical Posts in Centre for Excellence in Postal Technology on deputation basis. For further details, please visit the Website <https://ccc.cept.gov.in/technicalposts/>

| Sl. No. | Details of information | Category | Category |
|---------|---|---|---|
| 1. | Name of the Post | Assistant Manager | Technical Supervisor |
| 2. | Number of vacancies | 25* | 13* |
| 3. | Category classification (General, SC/ST/OBC/PH/EWS etc) | Not applicable | Not applicable |
| 4. | Particulars of Pay | Level -7 | Level -6 |
| 5. | Essential Qualification | 1. Holding analogous posts on regular basis in their parent cadre or Department; OR 2. With five (5) years of service in the grade rendered after appointment thereto on regular basis in Level-6 in the Pay Matrix (Pre-revised PB-2 of Rs.9300-34800 with Grade Pay of Rs.4,200/-) or equivalent in the parent cadre or Department; AND Bachelor Degree with Computer Science as a subject from a recognised university (or) Bachelor's Degree from a recognised university and one (1) year Diploma in Computer Science. | 1. Holding analogous posts on regular basis in their parent cadre or Department; OR 2. With Six (6) years of service in the grade rendered after appointment thereto on regular basis in Level-5 in the Pay Matrix (Pre-revised PB-1 of Rs.5200-20200 with Grade Pay of Rs.2,800/-) or equivalent in the parent cadre or Department; OR 3. With Ten (10) years of service in the grade rendered after appointment thereto on regular basis in Level-4 in the Pay Matrix (Pre-revised PB-1 of Rs. 5200-20200 with Grade Pay of Rs.2,400/-) or equivalent in the parent cadre/department; AND Bachelor Degree with Computer Science as a subject from a recognised university (or) Bachelor's Degree from a recognised university and one (1) year Diploma in Computer Science. |
| 6. | Experience required, if any | Two (2) year experience in the field of Computer Software Development, Computer Software testing or System Administrator in Central Government offices or their attached and subordinate offices. | One (1) year experience in the field of Computer Software Development, Computer Software testing or System Administrator in Central Government offices or their attached and subordinate offices. |
| 7. | Age Limit | 56 years as on the closing date of receipt of application | 56 years as on the closing date of receipt of application |
| 8. | Last date to apply | 45 days from date of publication in Employment News | 45 days from date of publication in Employment News |
| 9. | Website Link for full details | https://ccc.cept.gov.in/technicalposts/ | https://ccc.cept.gov.in/technicalposts/ |

*The vacancies are subject to change

EN 29/50

Assistant Director (Admin)
 Centre for Excellence in Postal Technology
 Bengaluru-560001



No. 02/05/2023-NCM&HKA
 Government of India, Ministry of Textiles
 O/o Development Commissioner for Handicrafts

National Crafts Museum & Hastkala Academy

(Formerly National Handicrafts & Handloom Museum)
 Bhairon Marg, Pragati Maidan, New Delhi -110001
 Website: nationalcraftsmuseum.nic.in
 Vacancy Circular

Applications are invited from suitable candidates for filling up the following existing vacancies in this office. Details of the vacancies and mode of recruitment is indicated against each post:-

| Sl. No. | Details of post and No. of vacancies | Mode of Recruitment of existing vacancy |
|---------|---|--|
| 1. | Programme and Public Relation Officer-(one) Level-6 in Pay Matrix Rs. 35400-112400/- (General Central Service, Group 'B' Non-Gazetted, Non-Ministerial) | By deputation (including short-term contract). |
| 2. | Exhibition Officer-(one) Level-6 in Pay Matrix Rs. 35400-112400/- (General Central Service, Group 'B' Non-Gazetted, Non-Ministerial) | By deputation (including short-term contract). |
| 3. | Gallery Assistant-(two) Level-4 in Pay Matrix Rs. 25500-81100/- (General Central Service, Group 'C' Non-Gazetted, Non-Ministerial) | By deputation (including short-term contract). |

The deputation terms will be governed by the terms and conditions contained in the DOP&T OM No. 6/8/2009-Estt (Pay-II) dated 17th June 2010, as amended from time to time.

The period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation or Department of the Central Government shall ordinarily not exceed three years.

The maximum age-limit for appointment by deputation (including short-term contract) shall not be exceeding fifty-six years as on the closing date of receipt of applications. Details of eligibility criteria, application proforma and other information is available on the Museum's website at URL: www.nationalcraftsmuseum.nic.in

The last date for receipt of applications shall be 60 days from the date of publication of this advertisement in Employment News.

Administrative & Security Officer/HoO

CBC 41105/12/0006/2324

EN 29/34

Admission Notice

Odisha Maritime Academy

(Approved by Director General of Shipping, Govt. of India)

Applications are invited from eligible candidates for admission into Pre-sea General Purpose Rating course (Jan - Jun 2024) as follows.

Minimum qualification : Academic standards 10th standard pass from government recognized board with subjects English, Mathematics & Science with 40% aggregate. English 40% in 10th / 12th OR 12th standard (any stream) pass from government recognized board with 40% aggregate. English 40% at 10th or 12th but with subjects English, Mathematics & Science at 10th. OR pass in 2 year ITI course (Fitter / Machinist / Mechanic / Welder / Turner) approved by DVET / NCVT, with minimum 40% aggregate marks in final year of ITI & minimum 40% aggregate marks in final year of ITI & minimum 40% in English in 10th / 12th.

Age : Minimum age 17½ years and maximum age 25 years on the date of commencement of course. 1st July 2024 Institutes shall comply with DGS Order no. 4 of 2014, 5 years extra for relaxation in upper age limit belonging to SC/ST candidates. For Degree or diploma course holders maximum age limit is 27 years. For OBC candidates' maximum age limit is 28 years.

Medical Fitness : Physical standards: As per Merchant Shipping (Medical Examination) Rules, 2000 and Merchant Shipping (Medical Examination) Amendment Rules, 2016 as amended from time to time.

Duration : 6 months (residential)
(JAN - JUN, 2024)

Passport : Candidates must possess passport at the time of selection/admission.
Course fees : Rs.1,25,000/- (Rupees One Lakh Twenty-five Thousand) only (for Odiya).

Rs.1,45,000/- (Rupees One Lakh Forty-five Thousand) only (for Non-odiya) students inclusive of lodging, boarding, tuition & examination fees.

Download Application Form and Prospectus from our website and submit application form with requisite documents as mentioned in the form along with a DD of Rs. 500/- (Five hundred) drawn in favour of "Odisha Maritime Academy" payable at Paradeep. Last date of receipt of application is 20th Oct. 2023. Candidates should watch our website www.odishamaritime.com for update of admission matter. The terms and conditions will apply as per the prospectus. Admission is subject to rules and regulations of Directorate General of Shipping, Govt. of India. The Academy reserves its right to cancel the entire admission process in case of any unforeseen circumstances.

ADMINISTRATIVE OFFICER

CONTACT : Odisha Maritime Academy, A/ Po. Paradip Dist. Jagatsingpur, Odisha, Pin. 754142. Telephone: 06722-291685 (Administrative Officer) time (10 AM to 4 PM), www.odisha-maritime.com, E-mail: admnof.oma@gmail.com

EN 29/41



सत्यमेव जयते

No.02/05/2023-NCM&HKA
Government of India, Ministry of Textiles
O/o Development Commissioner for Handicrafts
National Crafts Museum & Hastkala Academy
(Formerly National Handicrafts & Handloom Museum)
Bhairon Marg, Pragati Maidan, New Delhi – 110001
Website: nationalcarftsmuseum.nic.in

Dated: 13.10.2023

VACANCY CIRCULAR

Applications are invited from suitable candidates for filling up the following existing vacancies in this office. Details of the vacancies and mode of recruitment is indicated against each post :-

| Sl. No. | Details of post and No. of vacancies | Mode of Recruitment of existing vacancy |
|---------|--|--|
| 1. | Programme and Public Relation Officer - (one) Level-6 in Pay Matrix Rs. 35400-112400/- (General Central Service, Group 'B' Non-Gazetted, Non-Ministerial) | By deputation (including short-term contract). |
| 2. | Exhibition Officer - (one) Level-6 in Pay Matrix Rs. 35400-112400/- (General Central Service, Group 'B' Non-Gazetted, Non-Ministerial) | By deputation (including short-term contract). |
| 3. | Gallery Assistant - (two) Level-4 in the pay matrix (Rs.25500-81100) [General Central Service, Group 'C' Non-Gazetted, Non-Ministerial] | By deputation (including short-term contract). |

2. The deputation will be governed by the standard terms and conditions contained in the DoP&T OM No. 6/8/2009-Estt(Pay-II) dated 17th June, 2010, as amended from time to time and as per the provisions in the existing Recruitment Rules of the post concerned.

3. While forwarding the applications in the prescribed format (Annexure- II) in respect of eligible officers who are interested and can be spared in the event of their selection, the following documents may also be sent along with the application:-

- (i) Application in the prescribed pro-forma (Annexure-II)
- (ii) Copies of up-to-date and complete Annual Performance Appraisal Report / Annual Confidential Report (APAR/ACR Dossiers) of the last five years, which should be certified by the officer not below the rank of Under Secretary.
- (iii) Integrity Certificate .
- (iv) Vigilance Clearance including certification that no disciplinary proceedings/Criminal Proceedings are either pending or contemplated against the applicant.
- (v) List of Minor/major penalty, if any, imposed on the applicant during last 10 years.

4. While forwarding the applications, it may be verified and certified by the forwarding authority that the particulars furnished by the officer are correct. The applications/CV not accompanied by the supporting certificates/documents in support of Qualification and Experience claimed by the candidates, would not be entertained.

Sanjay Kumar

5. Complete application with the above supportive documents, duly signed by the authorized officer, may please be forwarded through proper channel to the undersigned within 60 days from the date of advertisement in Employment News / रोजगार समाचार.

6. The candidates applying for the post will not be allowed to withdraw their candidature subsequently.

7. Un-employed / Pvt. Employees are not eligible to apply against these posts.



(Pramod Kumar)

Administrative & Security Officer/Head of Office

Encl: 1. Annexure- I (Eligibility conditions)
2. Annexure- II (Proforma/ Application format)

To

| | | |
|----|--|---|
| 1. | All Ministries /Departments under Govt. of India | With a request that a wide publicity may be given to the vacancy circular in their Ministry and their attached / subordinate offices. |
| 2. | AD(Admin), O/o DC(HC) | It is requested that the same may be uploaded on website of o/o DC (HC)for wide publicity |

Internal copy to (by e mail):

1. Sr. Dir. (M)
2. Notice Board.

ELIGIBILITY CRITERIA IN RESPECT OF VACANT POSTS IN NCM&HKA

1. Programme and Public Relation Officer.

Deputation (including short-term contract :

Officers of the Central Government or State Governments or Union territory Administrations or autonomous or statutory organisation or public sector undertakings or University or recognised research institutes,-

- (a) (i) holding analogous post on regular basis in the parent cadre or Department; or
(ii) with six years service in the grade rendered after appointment thereto on regular basis in level-5 in the pay matrix (Rs. 29200-92300) or equivalent in the parent cadre or Department; and
- (b) possessing the educational qualifications and experience as below,-
 - (i) Bachelor's Degree from a recognised University; and
 - (ii) two years' experience in public relation works in an organisation preferably in Arts or Crafts museum.

Desirable:

Degree or Diploma in Public Relations from a recognised University or institute.

2. Exhibition Officer.

Deputation (including short-term contract :

Officers of the Central Government or State Governments or Union territories or autonomous body or statutory organisation or public sector undertakings or University or recognised research institutes,-

- (a) (i) holding analogous post on regular basis in the parent cadre or Department; or
(ii) with six years service in the grade rendered after appointment thereto on a regular basis in level-5 in the pay matrix (Rs. 29200-92300) or equivalent in the parent cadre or Department; and
- (b) possessing the educational qualifications and experience as below,-
 - (i) Bachelor's Degree from a recognised University; and
 - (ii) two years experience in organising exhibition or display work in Arts or Crafts Museum or in other organisation or recognised institution.

3. Gallery Assistant.

Deputation (including short-term contract :

Officers under the Central Government or State Government or Union Territories or Autonomous or Statutory organisation or Public Sector Undertakings or University or recognised research institutes:-

- (a) (i) holding analogous post on regular basis in the parent cadre or Department; or
(ii) with eight years service in the grade rendered after appointment thereto on a regular basis in Level-2 of the pay matrix Rs. 19900-63200 or equivalent in the parent cadre or Department.
- (b) possessing the educational qualification of 12th Class pass.

Note 1: The period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not exceed three years.

Note 2: The maximum age-limit for appointment by deputation (including short-term contract) shall not be exceeding fifty-six years as on the closing date of receipt of applications.

Note 3: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

**Format of Application (For Deputation)
(To be filled in CAPITAL LETTERS ONLY)**

| | | |
|---|---|--|
| Application for the post of | | Please Paste duly self attested recent passport size photograph |
| 1. Name and Address (in CAPITAL LETTER) | | |
| 2. Present Postal Address for correspondence (Also mention e-mail id/mobile number/ residential number(if any) | | |
| 3. Date of Birth (In Christian era) | | |
| 4. (i) Date of entry into service | | |
| (ii) Date of retirement under Central/ State Government Rules | | |
| 5. Educational Qualification | | |
| Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same) | | |
| Qualification / Experience required as mentioned in the advertisement/ vacancy circular | Qualifications/ experience possessed by the officer | |
| Essential | Essential | |
| A) Qualification | A) Qualification | |
| B) Experience | Experience | |
| Desirable | Desirable | |
| A) Qualification | A) Qualification | |
| B) Experience | B) Experience | |
| 7. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualification and work experience of the post. | | |

8. Details of employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

| Office/Institution | Post held on regular basis | From | To | *Pay Band and Grade Pay/Pay Scale /Pay matrix Level of the post held on regular basis. | Nature of Duties (in detail) highlighting experience required for the post applied for |
|--------------------|-------------------------------|------|----|---|--|
| | | | | | |

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

* **Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP and present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

| Office/Institution | Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme * | From | To |
|--|---|---|------------------|
| | | | |
| 9. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent with details | | | |
| 10. Note: In case of Officers already on deputation, the application of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and integrity certificate. | | | |
| 11. Additional details about present employment : Please state whether working under (indicate the name of your employer against the relevant column) 1. Central Govt. 2. State Govt. 3. Autonomous Organization 4. Government Undertaking 5. Universities 6. Others | | | |
| 12. Total emoluments per month now drawn: | | | |
| Basic Pay in the PB or Level/ Index as per 7 th CPC (If applicable) | | Grade Pay | Total Emoluments |
| 13. In case the applicant belongs to an organization which is not following the Central Government Pay-Scales, the latest salary slip issued by the organizations showing the following details may be enclosed. | | | |
| Basic Pay with Scale of Pay and rate of increment/Date of increment | | Dearness pay/interim relief/other Allowances etc. (with break up details) | Total Emoluments |
| | | | |
| 14. A) Additional information, if any, relevant to the post you applied for in support to your suitability for the post. (This among other things may provide information with regard to: I. Additional qualification II. Professional training, and III. Work experience over and above prescribed in the Vacancy Circular/Advertisement (Note: Enclose a separate sheet, if the space is insufficient). | | | |
| 14. B) Achievements : The Candidates are requested to indicate | | | |

| | | |
|--|--|--|
| information with regard to: I. Research publications and report and special projects II. Awards/Scholarship/Official Appreciation III. Affiliation with the professional bodies/institutions/societies and; IV. Patents register in own name or achieved for the organization V. Any research/ innovative measure involving official recognition VI. Any other information (Note: Enclose a separate sheet, if the space is insufficient.) | | |
| 15. Please state whether you are applying for deputation (ISTC)/ Absorption basis, if applicable/ Re- employment Basis,# (Candidates of Non-Government Organization are eligible for short term contract) | | |
| # (The option of 'STC'/'Re-employment are available only if the vacancy circular specially mentioned recruitment by "STC" or "Re-employment") | | |
| 16. Whether belongs to SC/ST/OBC/PH/PWD | | |

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by documents in respect of the Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address:

Date: _____

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the Applicant are true and correct as per the facts available on records. He/ She possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. Also certified that –

I. There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt.

II. _____
His/her integrity is certified.

- III. His/her photocopies of the APARs for the last 5 years duly attested by an officer not below the rank of Under Secretary of the Government of India or above are enclosed.
- IV. No major/Minor penalty has been imposed on him /her during the last 10 years or A list of manor/minor penalties on him/her during the last 10 years is enclosed.

Countersigned

(Employer/Cadre Controlling Authority with Seal)