



F.No.1-6/2020-Estt.

INDIRA GANDHI RASHTRIYA MANAV SANGRAHALAYA(An autonomous organization of Ministry of Culture, Govt. of India)
Post Box No.2, Shamla Hills, Bhopal-462002(M.P.)

The Indira Gandhi Rashtriya Manav Sangrahalaya is an Autonomous organization of Government of India, Ministry of Culture with its various Outdoor and Indoor museum complexes located at Bhopal and a Regional Centre at Mysore. The Sangrahalaya is involved in generating a new museum movement in India to demonstrate the simultaneous validity of human cultures and the plurality of alternatives of human articulation. The Pay and allowances of its employees are governed mutatis mutandis as of Govt. of India Rules & Regulations for Central Civil Services. The new recruits under direct recruitment will be covered under New Pension Scheme. The Applications are invited for the following posts to be filled by direct/transfer on deputation.

1	Name of the post	Accounts Officer (Group-B)
	No. of Vacancy	One. To be filled on Transfer on Deputation from Officers working in A.G.'s Office/ Organized Accounts Organizations of Central Govt./ State Finance Services.
	Age	Not exceeding 56 years.
	Scale of Pay	Rs.9300-34800 with Grade Pay Rs.4600 (pre-revised) /(Level 7 RPR 2016)
	Eligibility	An officer holding the post of Junior Accounts Officer/Divisional Accounts Officer Grade-I/ Section Officer/ Divisional Accounts Officer Grade-II in the scale of pay of Rs. 6500-200-10500 (pre revised) with 5 years service in the grade on regular basis and having experience in autonomous/ commercial organization.
2	Name of the post	Senior Stenographer(Group-B)
	No. of Vacancy	One-(UR) By Transfer on deputation failing which by Direct Recruitment
	Age	For deputation: 56 years; For direct recruitment: 35 years
	Scale of Pay	Rs.9300-34800 with Grade Pay Rs.4200 (pre-revised) /(Level 6 RPR 2016)
	Eligibility	Essential: Metric or its equivalent 120 w.p.m. in shorthand and 40 w.p.m. in typing. Desirable: Possessing working experience of stenography preferably in both Hindi and English.
3	Name of the post	Museum Associate (Group-B)
	No. of Vacancy	One. By Direct Recruitment. (Reserved for Physically Handicapped (Ortho.))
	Age	30 years (Relaxable upto 5 years for employees of Central Govt./ Central Autonomous organization in accordance with the instructions / orders issued by the Central Govt.)
	Scale of Pay	Rs.9300-34800 with Grade Pay Rs.4200 (pre-revised) /(Level 6 RPR 2016)
	Eligibility	Essential: (i) Master's Degree in Anthropology of a recognized University or equivalent with specialization in Social/ Physical Anthropology/ Prehistory. (ii) Three years experience in a Museum of standing or comparable institution. Desirable: Degree/ Diploma in Museology ; Or Experience of field investigation.
4	Name of the post	Horticulture Assistant (Group-C)
	No. of Vacancy	One. (UR) by direct recruitment
	Age	25 years
	Scale of Pay	Rs.5200-20200 GP 2800 (pre-revised) /(Level 5 RPR 2016)
	Qualification	M.Sc. in Horticulture or M.Sc. in Agriculture with plant physiology
5	Name of the post	Stenographer (Group-C)
	No. of Vacancy	One (Reserved for low vision person) By Direct Recruitment.
	Age	18-28 years (Relaxable upto 35 years for employees of Central Govt./ Central Autonomous organization)
	Scale of Pay	Rs.5200-20200 with Grade Pay Rs.2400 (pre-revised) /(Level 4 RPR 2016)
	Eligibility	Essential: (i) Metric or equivalent qualification from a recognized University /Board. (ii) Speed of 80 w.p.m. in English shorthand and 40 w.p.m. in English Typewriting. Mobility and bilateral hand activities of the person should be adequate. The incumbent will be considered with aids and appliances.
6	Name of the post	Junior Clerk (Group C)
	No. of Vacancy	Three (One –UR, One-OBC, One-SC) by Direct Recruitment.
	Age	18-26 years. (Relaxable upto 35 years to Govt. Servant/employees of autonomous organisation of Central Govt.)
	Scale of Pay	Rs.5200-20200 GP 1900 (pre-revised)/ (Level 2 RPR 2016)
	Eligibility	Matriculation or equivalent Desirable: Possessing ability of typing both in Hindi and English
7	Name of the post	Driver (Group C)
	No. of Vacancy	Three.(2-UR, 1 SC) By Direct Recruitment.
	Age	23-30 years (Relaxable upto 35 years to Govt. servant/employees of autonomous organisation of Central Govt.)
	Scale of Pay	Rs.5200-20200 with Grade Pay Rs.1900 (pre-revised)/ (Level 2 RPR 2016)
	Qualification	Essential: Valid driving license for Motor car knowledge of Motor Mechanism. Experience of driving Motor car, Jeep for atleast 4 years. Desirable: Ability to carry out minor repairs
8	Name of the post	Junior Engineer (Civil) (Group B)
	No. of Vacancy	One (UR.) Deputation failing which Direct recruitment
	Age	25 years
	Scale of Pay	Rs.9300-34800 GP 4200 (Pre-revised) /(Level 6 RPR 2016)
	Eligibility	Essential: Diploma in Civil Engineering Desirable: Experience of working in Civil Construction Project Deputation: persons holding analogous posts in Central/State Govt. or Autonomous Organization of Central/State Govt.
9	Name of the post	Electrical Supervisor (Group C)
	No. of Vacancy	01 (UR.) by direct recruitment
	Age	18-25 years
	Scale of Pay	Rs.5200-20200 GP 2800/ Level 5 RPR 2016)
	Qualification	Essential : Diploma in Electrical or Engineering or (a) ITI Certificate with 10 years Experience (b) Holding supervisory license issued by Competent Authority which is acceptable to Govt. of MP (c) experience of working in HT/underground / over head line / domestic wiring
10	Name of the post	Electrician (Group C)
	No. of Vacancy	01 (UR.) by direct recruitment
	Age	35 years.
	Scale of Pay	Rs.5200-20200 GP 2400/ Level 4 RPR 2016)
	Qualification	ITI Certificate with three years experience in a large undertaking or in a large electrical installations or in maintenance of electrical equipments pertaining electrical control, gears of substations. Must have experience in the installation and maintenance of HT and LT distribution system or person not possessing ITI certificate but having A grade license with five years experience.
11	Name of the post	Safai Karamchari (Group C)
	No. of Vacancy	One. By Direct Recruitment.
	Age	25 years
	Scale of Pay	Rs.5200-20200 with Grade Pay Rs.1800 (pre-revised)/ (Level 1 RPR 2016)
	Qualification	Primary Class pass

PROFORMA: 1. Name of the post applied for 2. Full Name In Block letters 3. Father's/Husband's Name 4. Sex 5. Date of Birth 6. Nationality 7. Address in block letters with pin code - A. Present B. Permanent 8. Contact No. and e-mail address 9. Whether belongs to SC/ST/OBC/Ex. Serviceman/Physically Handicapped (nature of disability) 10. Educational Qualification: (Beginning with SSC or equivalent) with details: examination passed, year of passing, subject, percentage of marks or division, name of the board/University. 11. Experience: (previous and present employment with details: Name of employer post held(Regular/Ad-hoc), pay scale, period of service, govt./semi govt./private and a reason for leaving). 12. Nature of work handled 13. Knowledge/skills in working on computer 14. Additional information, if any, the applicant wishes to specify. 15. Name of the Post Office/Bank.....IPO/DD No..... dated.....Rs.100/- 16. List of enclosures 17. Certificate by the candidate: 18. Certified that the information given in the application is true to the best of my knowledge and belief. 19. Signature of applicant (with date).

Certificate (only in case of Departmental candidates): (1) Certified that the particulars of the Officers has been verified and found to be correct. (2) Certified that no disciplinary proceedings are either pending or contemplated against the officer. Integrity of the officer is also certified. (3)The copies of CR/APAR of last 5 years of the officer are enclosed.

Signature of the Head of the Organization/Department with Stamp

GENERAL CONDITION: 1. These posts are temporary but likely to be continued. 2. The candidate selected by direct appointment will be on probation of two years with liability to be transferred anywhere in India to the IGRMS Centers/Units including Hqrs. at Bhopal. 3. The candidates applying for deputation should use format as per DOPT OM No.14017/28/2014-Estt.RR dated 2.7.2015. 4. The advertisement is also available on the website www.igrms.gov.in. 5. The attested copies of all educational qualifications, experience, age, community/cast certificate etc. should be enclosed with the application with two recent passport size photographs, apart from that one photograph is to be affixed in the first page of the application in the provided space. 6. The application fee in the form of demand draft or Postal Order only of Rs. 100/- (for OBC/General candidates) drawn in favour of Director, IGRMS, payable at Bhopal. (SC/ST/PH candidates are exempted from fee) should be enclosed. 7. Original certificates are to be produced at the time of written test/skill test/ interview. 8. Testimonials and certificates should be produced by the physically handicapped candidates, who are exempted from the application fee.9. The Candidates should mention "Application for the post applied for ___" in bold letters on the left top of the envelope. 10.The date, time and venue of the written test/skill test/interview will be communicated to the candidates, for which one self-addressed envelope (11x5cm) along with the duly filled in application. 11.Age relaxation is admissible for SC/ST/OBC/PH/candidates as per the Central Govt. Rules in force. The IGRMS employee will be given the relaxation as per rules applicable to the departmental candidates.12.The applications for the posts for direct recruitment should be submitted within 21 days from the date of publication of the advertisement in the Employment News/Rojgar Samachar to the Director, Indira Gandhi Rashtriya Manav Sangrahalaya, Bhopal. The last date of receipt of application for the posts earmarked for deputation will be 45 days from publication of advertisement. 13. In case of holiday on the closing day, the next working day will be considered as last date. 14. The application received after due date or in improper format will not be considered under any circumstances. 15.The crucial date for determining the Age limit shall be the closing date of receipt of applications. 16.Persons already in service must submit their application through proper channel. 17.While forwarding the application of in-services candidates, Head of the Institutions should certify that the applicants are free from the Administrative and Vigilance angle and that no vigilance proceedings are pending/ contemplated against the candidates.18. Certified Photocopies of ACRs/APAR's dossiers of the candidate's for the last 5 years have to be forwarded through proper channel along with the application.19.No TA/DA will be paid to the candidates for appearing in the written/skill/ Test/ interview except to SC/ST candidates, who would be paid according to rule in force.20.Late application/ incomplete application or applications received without Demand Draft, attested copies of experience, academic qualification, age and community will be summarily rejected. 21.Canvassing in any form will be treated as disqualified. 22. Director, IGRMS reserves all the rights to cancel the Recruitment for all/any of the posts without assigning any reason. The Director, IGRMS decision will be final and binding to all. 23.The number of vacancies shown may vary subject to the requirements at the stage of final selection. 24. Those applicants who have already applied against the advertisement published in Employment News/Rojgar Samachar 23 Feb. to 1 Mar. 2019 for the posts at Sl.1 to 7 need not to apply again. 25. In case of any dispute of language, the English version will be treated as authentic.

Director