

INDIAN MUSEUM, KOLKATA
Ministry of Culture, Government of India
27, Jawaharlal Nehru Road, Kolkata – 700016

Advertisement No. 01/2024

Date – 15.07.2024

Detailed Advertisement for 2 Consultants

Indian Museum Kolkata, an autonomous body under the Ministry of Culture, Govt. of India invites application from officials Retired from the post of Assistant Section Officer / Section Officer / Under Secretary / Deputy Secretary / Director or equivalent of Central Government / Autonomous Body under Central Government for the positions of Consultant (Administration) and Consultant (Conservation) on contract basis.

Applications in the prescribed format are invited from willing and eligible persons through **OFF-LINE** mode for consideration and engagement as Consultant in Indian Museum, Kolkata as per details given below. Duly signed application completed in all respect should reach to “The Director, Indian Museum Kolkata, 27 Jawaharlal Nehru Road, Kolkata – 700016” on or before 09.08.2024 (5:00 p.m.).

Terms and Conditions:

1. Eligibility:

| Name and No. of Posts | Eligibility Criteria |
|--------------------------------------|---|
| Consultant (Administration) - One | Officials retired from Level - 7 (as per 7 th CPC) or above from Central Government Service / Central Autonomous bodies and having experience in General Administration, GFR, FRSR, RTI, CCS (Conduct) Rules, Purchase, Stores, Legal matters etc. |
| Consultant (Conservation) - One | Officials retired from Level - 7 (as per 7 th CPC) or above from Central Government Service / Central Autonomous bodies and having experience as Curator / Conservator and in restoration work in Govt. Museums. |

2. Period of Consultancy and Age Limit:

The engagement will be purely on contract basis and will not confer any right for regular appointment in Indian Museum, Kolkata. The initial period of engagement will be for one year which can be extended on periodical basis **up to a maximum age of 65 years** subject to functional requirements, appraisal of the performance and medical fitness of the individual.

3. Remuneration:

A fixed monthly remuneration shall be admissible and shall remain fixed during the entire period of contract. The said monthly remuneration shall be fixed as under:

3.1 Retired employees drawing pension (as per CCS Pension Rules), the fixed monthly remuneration shall be arrived at by deducting basic pension (before commuting any pension) from the Basic Pay drawn at the time of retirement plus Transport Allowance as was applicable to the appointee at the time of retirement.

3.2 Retired employees not drawing pension (as per CCS Pension Rules), the fixed monthly remuneration shall be arrived at by taking 50% of their Basic Pay drawn at the time of retirement plus Transport Allowance as was applicable to the appointee at the time of retirement.

No House Rent Allowance or any other allowance shall be admissible during the period of contract. However, retired employee engaged as consultant will be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

4. Drawal of Pension:

The retired employee engaged as consultant shall continue to draw their existing pension and Dearness Relief on pension from their parent organisation during the period of his/her engagement as consultant.

5. Leave of Absence:

Paid leave of absence shall be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year / contract period shall not be allowed.

6. Working Hours:

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 urgency and mark his/her attendance mandatorily, failing which it may result in deduction of remuneration.

7. Tax Deduction at Source:

The Income Tax or any other tax as applicable will be deducted at source as per extant rule. Necessary TDS certificate will be issued to them.

8. Data Handover:

The Consultant shall be bound to hand-over the entire set of records of assignment to Indian Museum, Kolkata before the expiry of the contract.

9. Indian Museum Kolkata decision is final:

The Competent Authority of Indian Museum, Kolkata has the right to cancel advertisement and not to proceed in the matter for engagement of consultant, at any stage to accept or reject any or all applications without giving any explanation, whatsoever.

10. Notice Period:

It will be open to the Indian Museum to terminate the contract by giving one month's notice. The Consultant is also required to give a minimum one month's prior notice to end the contract.

11. Other terms & conditions:

Other terms & conditions of the engagement will be governed as per Government of India guidelines.