

NATIONAL MUSEUM INSTITUTE
OF HISTORY OF ART, CONSERVATION AND MUSEOLOGY, NEW DELHI
(Deemed to be University), Under Ministry of Culture, Govt. of India
National Museum, Janpath, New Delhi-110 011
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Visit us at www.nmi.gov.in

VACANCY NOTICE

National Museum Institute invites applications from the eligible candidates for the one post each of Assistant Professor (Museology) and Assistant Registrar (Academic)

(A) (1) Name of the Post: Assistant Professor (Museology)

- (2) No. of Post: 01(One) Unreserved (UR)
- (3) Pay Band: 15600-39100 with AGP 6000
- (4) Mode of recruitment: Direct recruitment
- (5) Age limit for direct recruitment: Not exceeding 40 years

(6) Essential Qualification:

- i) Good academic record with not less than 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level in Museology or Master's degree Conservation with not less than 55% marks from an Indian University, or an equivalent degree from an accredited foreign university
- ii) The candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET
- iii) Candidates, who are or have been awarded a Ph.D. degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. degree) Regulations, 2009 shall be exempted from the requirement of the minimum eligibility condition of NET

Desirable Qualifications:

Ongoing Ph.D./Ph.D. in the above mentioned field, with specialization in Museology or Conservation. Teaching and research experience in the above mentioned areas.

NOTE:

- i) A relaxation of 5% may be provided from 55% to 50% of the marks at the Master's level for the candidates belonging to the SC/ST/PH category.
- ii) A relaxation of 5 % may be provided, from 55% to 50% of the marks, to the Ph.D. Degree holders who have passed their Master's Degree prior to 19 September 1991.
- iii) B in the following 7 point scale with letter grades O,A,B,C,D,E and F shall be regarded equivalent of 55% wherever the grading system is followed:

Grade	Grade Point	Percentage Equivalent
"O" = Outstanding	5.50-6.00	75-100
"A"= Very Good	4.50-5.49	65-74
"B"= Good	3.50-4.49	55-64
"C"= Average	2.50-3.49	45-54
"D"= Below Average	1.50-2.49	35-44
"E"= Poor	0.50-1.49	25-34
"F"= Fail	0.00-0.49	00-24

GENERAL INSTRUCTIONS:

1. Application form duly filled, in all respect by the candidate must be supported by self-attested copies of all certificates, Mark Sheets, evidence of teaching, research experience and M.A./M.Phil/Ph.D./NET certificates, copies of reprints of published articles, certificate containing the record of date of birth, etc. DOCUMENTS ENCLOSED WITH THE APPLICATION MAY BE SECURELY TAGGED IN CHRONOLOGICAL ORDER TO AVOID LOSS IN HANDLING.
2. Incomplete application form without signature of candidate or without the prescribed fee shall summarily be rejected.
3. **The Institute reserves the right to:**
 - (i) Draw panel(s) for future appointment(s) in the event of non-joining of candidate(s) within the stipulated time.
 - (ii) Consider the applications received after the last date; but eligibility will be determined as on the last date of submission of application.
 - (iii) Once the interview for the post is fixed, no application after that date will be considered for that post.
 - (iv) Not to fill up any of the advertised positions.
4. Qualifications and other conditions applicable are subject to UGC regulations 2010 as amended from time to time.
5. The period of time spent by the candidates to acquire M.Phil and/or Ph.D. Degree shall not be considered as research experience.
6. Relaxation in educational qualifications, experience, age, etc. to the reserved category candidates will be permissible as per Government of India rules.
7. The candidates applying under PWD Category are required to submit the Disability Certificate issued by the competent authority in the format prescribed by Government of India for this purpose.
8. Candidates belonging to SC/ST category must submit appropriate certificates issued by the competent authority recently. In the case of OBC reservations, recent certificate should be issued from competent authority particularly with reference to Non-creamy layer. Those who fail to submit the required certificate(s) will be treated as General Category, subject to fulfillment of other terms & conditions.
9. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. Where the number of applications received in response to an advertisement is large and it will not be convenient or possible to interview all the candidates, the Institute, at its discretion, may restrict the number of candidates to a reasonable limit on the basis of qualifications/experience higher than the minimum prescribed in the advertisement.
10. Post applied for should be clearly indicated on the application form.
11. Those already in Government service should forward their application through proper channel.
12. The eligibility of the candidates will be determined on the basis of qualifications / Experience / publications etc. acquired by them upto the last date fixed for receipt of applications.

13. The Institute reserves the right to modify/withdraw/cancel any communication made to the candidate(s) at any stage in case of any inadvertent mistake in the process of selection may be detected even after issue of appointment letter.
14. The Institute shall verify the antecedents or documents submitted by a candidate at any time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has undesirable clandestine/antecedents and has suppressed the said information, then his/her service shall be terminated.
15. Candidates are advised to submit their applications well in time and do not wait for the last date of receipt of applications. The University will not be responsible for postal delays etc. and no correspondence/queries will be entertained from candidates on this account.
16. The Institute reserves the right to alter/insert any corrections/additions in the advertisement/website in the event of any typographical error etc. before the last date prescribed for the receipt of applications, for which the candidates are advised to be in the lookout for announcements in the website:

(B) (1) Name of the Post: Assistant Registrar(Academic)

- (2) No. of Post: 01(One) Unreserved (UR)
- (3) Pay Band: Rs 9300-34800/- + Rs 4600/- GP
- (4) Mode of recruitment: Transfer/Transfer on deputation failing which by direct recruitment
- (5) Age limit for direct recruitment/deputation: Not exceeding 35/56 years respectively.

(6) Essential qualification:

- (i) Master's degree with at least 55 % of marks or its equivalent grade of B in the UGC seven point scale with good academic record (5% relaxation in marks for SC/ST/Persons with Disabilities category)
- (ii) At least three years experience in supervisory or equivalent cadre in a Group B Post in a government department / University / Educational or Research experience along with proven administrative capabilities.
- (iii) All the direct recruits should possess working knowledge of computers
- (iv) Period of probation: 2 years
- (v) In case of recruitment by deputation/ transfer, grades from which deputation/ transfer to be made

Deputation:

Officers from the Central/ State Governments or Institute of national importance or Universities/ University level Institution

- (a) Holding analogous post, and
- (b) Possessing educational qualification and experience as prescribed in point (5) and (6 i)

Note:

1. The incumbent should possess good communication and analytical skills and aptitude for drafting and noting in English and Hindi. Should be able to coordinate liaise with all other academic departments and participate in discussions with senior functionaries and Academicians.
2. He / She is expected to handle independently one or more functions related to Educational Administration/Examinations/General Administration/Project Management/HR/Legal
3. All the candidates will be required to appear in a written test to adjudge their ability of expression and knowledge of administrative aspects relating to educational administration; the selection being based on the performance of the candidates in written test and informal interaction.

Complete filled application form mentioning the post applied for, name in block letters, date of birth, Father's name, Mailing address, Mobile/Telephone number, Email Id, qualifications, past experience, particulars of post held previously etc. must be sent by registered/speed post only by indicating position on the left hand corner of the envelop so as to reach the **Registrar, National Museum Institute of History of Art, Conservation & Museology, Janpath, New Delhi-110011** latest by **20th June 2016 at 4:00 PM**. Incomplete applications or applications not received through proper channel or received late are liable to be rejected.

(Registrar Incharge)