

F No-ADG-12-NM-2020
Government of India
Ministry of Culture
National Museum

Dated, 13th March, 2020

National Museum, Ministry of Culture, Janpath, New Delhi invites applications from eligible candidates for the following assignment/services:

1. Name of Assignment/Service:

- a) Consultant (Central Asian Antiquities) – 2 No
- b) Consultant (Company Paintings) – 2 No
- c) Consultant (Manuscripts) – 2 No

2. Consultancy fee: Rs 75,000/- (Rupees Seventy Five Thousand only) per month consolidated. The consultancy fee would be a lump sum amount and no other allowances such as DA, HRA, Transport Allowance etc. would be payable. The appointment would be purely on temporary contract basis initially for a period of six months which may be extended based on the performance.

3. Nature of duties (Job description):

- a) Conduct a thorough research on the collections in the assigned category (Central Asian Antiquities, Company Paintings, and Manuscripts) available at National Museum.
- b) Formulate a detailed proposal, title & outline of a Catalogue and/or a Book on the assigned category of objects.
- a) Develop detailed content and the narratives of the Catalogue/Book
- b) Undertake activities like editing, proof reading etc. during publication of the book/catalogue.
- c) Any other work/duties as assigned by National Museum authority, from time to time.

4. Qualification and Experience: (For all posts)

- a. Essential Qualification: Master's degree from renowned Universities in History of Art/ Fine Art/ Buddhist Art/Buddhism/Mediaeval and/or Modern Indian History/Central Asian Art/Language (Arabic, Persian etc.).
- b. Desirable: Candidates with PhD, research experience, published books, papers and post qualification experience in relevant field will be preferred.
- c. Post Qualification experience: Minimum five years' experience in the field of research/ content development/museum curation.
- d. Excellent communication skills in English and proficiency in working in MS-Suit.


5. Age: Not exceeding 50 (Fifty) years on the last date of receipt of applications for the service.

6. Selection Process: The procedure for selection shall be based on educational qualification, relevant experiences and personal interaction (if conducted) of shortlisted candidates by the selection committee constituted by the National Museum, Ministry of Culture. The engagement of consultant will be purely on contact basis and will not confer any right for regular appointment in the

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Ministry/Organization. The consultants will have to sign a confidentiality and non-disclosure undertaking before commencement of assignment.

7. **Tenure, Re-appointment & Termination:** The engagement will be purely on contract basis. The initial period of engagement will be for six (6) months, which can be extended upto a maximum period of two years, on a six monthly basis. The person selected would be liable to be terminated earlier with prior notice of one month if the performance appraisal done by the Committee to be constituted by the National Museum, Ministry of Culture is not up to the mark. Similarly, a person with a proven performance record shall be eligible for re-appointment.
8. **Leave:** The consultant shall be entitled engaged to avail 8 days of Paid Leave in a calendar year with reimbursement on pro rata basis. Therefore, he shall not draw any remuneration in case of his absence beyond 8 days in year. The un-available leave in a calendar year can neither be carried forward to next calendar year nor be entitled for leave encashment.
9. **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 exigencies of work. They shall mark their attendance in AEBAS mandatorily and failing which may result in deduction of remuneration.
10. **How to apply:** Applications, in duplicate in the proforma attached may be sent to Administrative Officer, National Museum, Ministry of Culture, Janpath, New Delhi-110011. The last date of receipt of application is 21 days from the date of publication of this notice in National Museum/NMI website. Application received after the last date or otherwise found incomplete will not be considered.


13/3/2020
(Administrative Officer)
National Museum, New Delhi

Application Form for Engagement as Consultant at National Museum, New Delhi

Reference: Advt. No F No-ADG-12-NM-2020 dated 13.03.2020

1	Name of the Assignment/Services Applied For:	Consultant (Name of the preferred assignment)
2	Name of the Applicant	
3	Mother's / Father's / Husband's Name	
4	Date Of Birth	
5	Address for Correspondence	
6	Permanent Address	
7	Contact No./ Mobile No.	
8	Email. ID	
9	Education/ Technical Qualification	
10	Any other relevant information/Publication/Research Details (use a separate sheet, if necessary)	

Details of relevant experience

Period – From – To (Starting from the latest)	Name of office/Organization	Description of duties performed during service period and consultancy (if any)

I certify that above furnished information is true. I have read the terms and conditions of the assignment and these are acceptable to me. I also certify that no disciplinary/Vigilance proceeding is pending against me. I request to kindly consider my candidature for the post.

Signature of the Applicant

Date:

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13/3/2020