

Government of India
Ministry of Culture

Dated the 27-12-2018

VACANCY CIRCULAR

Subject: Filling up of one post of Director, West Zone Cultural Centre (WZCC), Udaipur on deputation/ short term contract basis - reg.

1. It is proposed to fill up one post of Director, West Zone Cultural Centre (WZCC), Udaipur, an autonomous body under the Ministry of Culture, Government of India.
2. The post is proposed to be filled up on deputation/short term contract basis for a period of 3 years which is extendable by 2 years depending upon the performance of the incumbent. The details for filling up of the post are given in **Annex-I**.
3. The application complete in all respect should reach the Office of Hon'ble Governor of Rajasthan, Raj Bhawan, Jaipur on or before 11th February'19 by 5.30 p.m. The cultural personalities can forward their applications directly while the departmental candidates should forward their applications through proper channel alongwith the requisite NOC and Vigilance Clearance from the parent Department/Organization. The application received after the last date, incomplete applications and applications without requisite NOC and Vigilance Clearance shall be summarily rejected. Advance copies of the applications forwarded shall not be entertained. The format for the application is given at **Annex-II**.

Encl: as above


(Additional Director)
WZCC, Udaipur

To

- i. The Secretary to the Hon'ble Governor of Rajasthan, Raj Bhawan, Jaipur.
- ii. All the ZCCs with the request to upload the advertisement on their websites.
- iii. ZCC Section, Ministry of Culture with the request to upload the advertisement on the Ministry's website.

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Eligibility Criteria/ Duties and Responsibilities for the post of Director, West Zone Cultural Centre (WZCC), Udaipur

Applications are invited, in duplicate, from eligible candidates for filling up of one post of Director, West Zone Cultural Centre (WZCC), Udaipur, an autonomous body under the Ministry of Culture, Govt. of India. WZCC, Udaipur is one of the seven Zonal Cultural Centres set up by the Government of India to promote folk and tribal art and culture of different regions across the country. The eligibility criteria and other details are given below. The format of application and other details are available on the website of Ministry of Culture: www.indiaculture.nic.in

1	Name of the post	Director
2	Number of post	One
3	Mode of Recruitment	Deputation/Short Term Contract
4	Scale of pay/ Grade Pay	Rs. 37,400 - 67,000 + GP Rs. 8,700 (pre-revised as per 6 th CPC)
5	Age limit for applying (as on the date of publication of advertisement)	Deputation: Not exceeding 55 years Short Term Contract: Not exceeding 65 years
6	Eligibility Criteria	<p>For Deputation: Officers working in the rank of Director/Deputy Secretary to the Government of India having experience of working in Organizations related to Art & Culture:</p> <p>i. Holding post on regular basis in the pay scale of Rs. 37,400-67,000 + GP Rs.8,700 (pre-revised as per 6th CPC) OR</p> <p>ii. Having 3 years of regular service in the pay scale of Rs. 15,600-39,100 + GP Rs.7,600 (pre-revised as per 6th CPC).</p> <p>Short Term Contract:</p> <p>i. Eminent cultural personalities (practising artistes, scholars or experts) in the field of Art & Culture with atleast 10 years standing and experience;</p> <p>ii. Possessing Bachelor Degree; and</p> <p>iii. Minimum of 3 years' administrative experience in running cultural institution(s).</p>
7	Tenure of appointment	The tenure will be for a duration of 3 years which is extendable by 2 years depending upon the performance of the incumbent.
8	Duties and Responsibilities	<p>i. To function as the Chief Executive Officer of the WZCC</p> <p>ii. To function as the Member Secretary of the Governing Body and Executive Board</p> <p>iii. To act as in charge of overall administration for proper management and affairs of the Society.</p>

9	Place of duty	Udaipur, Rajasthan
10	Last Date for receipt of applications in the office of the Hon'ble Governor of Rajasthan	The applications complete in all respect should reach the Office of the Hon'ble Governor of Rajasthan, Raj Bhawan, Jaipur on or before 11 th February'19 by 5.30 p.m. The cultural personalities may forward their applications directly, while the departmental candidates should forward their applications through proper channel within the prescribed time limit. Applications received after the due date will not be entertained.

Application proforma for the post of Director, West Zone Cultural Centre (WZCC), Udaipur

1.	Name in Block letters		Affix recent passport size Photograph				
2.	Address/ Tel No./ Mobile No./ E-mail ID						
3.	Date of Birth (in Christian era)						
4.	Age as on the date of publication of advertisement						
5.	Educational and other Qualifications:						
6.	Details of Employment, in chronological order:						
	Name of the Office	Post held	Nature of employment i.e. Ad-hoc or temporary or quasi-permanent or permanent or deputation	From	To	Scale of Pay	Nature of duties performed
7.	If employed with Govt. of India/State Govt./Autonomous Body/PSU						: Yes/ No
	i.	If yes, please indicate the office name					:
	ii.	Whether the application has been forwarded through proper channel alongwith the requisite NOC & Vigilance Clearance from the parent Department/ Organization					: Yes/No
	iii.	Regular/ Substantive post held alongwith pay scale of such post held by the officer					:
	iv.	Details of ACP/MACP granted, if any					:
8.	Achievements and experience						:
9.	Administrative experience in case of cultural personalities in running cultural institution						:
10.	Please state clearly whether in the light of the above information, how you meet the requirements of the post						
11.	Additional information, if any, which you would like to mention in support of your suitability for the post						
12.	List of documents attached (All documents should be self attested. Application should be continuously page numbered)						
	Document					Page No	

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information

being found suppressed/false or incorrect or ineligibility being detected before or after the selection, my candidature/appointment is liable to be cancelled.

Signature of the candidate:

Name of Candidate:

Place:

Date:

**CERTIFICATES/DOCUMENTS TO BE GIVEN BY HEAD OF OFFICE OF THE
APPLICANT IN CASE OF DEPARTMENTAL CANDIDATES
(GOVT. OF INDIA/STATE GOVT./AUTONOMOUS BODY/PSU)**

1. It is certified that the particulars furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from the Vigilance angle.
3. It is certified that no major/minor penalty has been imposed or contemplated on him/her during the last 10 years.
4. The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
5. This office has no objection and the applicant will be immediately relieved consequent upon his/her selection for the post of Director, WZCC.
6. The photocopies of ACRs for the last 5 years duly attested (each page) are enclosed.

Date:.....

Place:.....

Signature:

Name:

Designation:

OFFICIAL SEAL