

RAJA RAMMOHUN ROY LIBRARY FOUNDATION
Ministry of Culture, Government of India
Block DD-34, Sector-I, Salt Lake, Kolkata 700064

F.No. 9-15/Admn(RDIR)/RDG/18-19

27th July, 2019

VACANCY CIRCULAR

Subject: Filling up the post of Director General (Group “A”) on Deputation (including Short Term Contract) / absorption basis in the Raja Rammohun Roy Library Foundation (RRRLF), Ministry of Culture, Govt. of India, Kolkata.

Applications are invited for filling up of the post of Director General (Group “A”) in Pay Band 4: Rs. 37400-67000 plus Grade Pay of Rs. 10000/- (pre-revised scale of Pay) (Revised to Pay Matrix Level-14, Rs. 144200-218200) on Deputation (including Short Term Contract) / absorption basis as per the following particulars:

1. Name of the Post : **Director General**
2. Pay Scale : Level 14, Rs. 144200-218200 (As per 7th CPC)
3. Number of Post : 1 (One)
4. Education Qualifications: **Essential :**
and experience **Qualificaiton**
 - i. Master’s Degree in Library & Information Science from a recognized University or Institute.**Experience:**
 - ii. At least 15 years experience in administrative / academic capacity (out of which minimum eight years administrative experience) in a reputed library of a University /Organization / Institution of National Importance.**Desirable:**
 - i. Ph.D in Library & Information Science.
 - ii. Knowledge of General Financial Rules of the Government of India and procedures followed for the grant of Research Projects / surveys etc.
5. Eligibility Conditions : Officers of the Central Government, State Government, Union Territories or Public Sector Undertakings or Universities or Recognized Research or Educational Institutions or Statutory and Autonomous Organizations:
 - (i) Holding analogous posts on regular basis in the parent Cadre or department ; or
 - (ii) With 2 years service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 4: Rs. 37400-67000 plus Grade Pay of Rs. 8900/- (pre-revised scale of Pay) (Revised to Pay Matrix Level-13A, Rs. 131100-216600) or equivalent in the parent cadre or department; or
 - (iii) With 3 years service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band 4: Rs. 37400-67000 plus Grade Pay

of Rs. 8700/- (pre-revised scale of Pay) (Revised to Pay Matrix Level-13, Rs. 123100-215900) or equivalent in the parent cadre or department.

Note 1: Qualification and experience can be relaxed on the basis of recommendation of the Selection Committee.

Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of Govt. shall ordinarily not exceed 5 years.

Note 3: The period of deputation (including short term contract) shall be 3 years which may be extended upto 5 years by Chairman, Raja Rammohun Roy Library Foundation with the approval of the Government.

Note 4: The age limit for deputation (including short term contract) shall not exceed 56 years.

Note 5: The crucial date for determining the age shall be the closing date for receipt of applications from the candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul & Spiti District and Pangi Sub-Division of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep.

Note 6: The maximum permissible age upto which the incumbent can continue on the post of DG, RRRLF will be 60 years.

Note 7: Appointment/continuation beyond the superannuation age is not allowed.

Besides basic pay, the post carries other allowances as per Central Govt. /RRRLF Rules. Prescribed application form and details of advertisement may be downloaded from RRRLF website: rrrlf.gov.in. Recruitment Rules for the post can be viewed in the same website.

Duties and Responsibilities: Director General is the Chief Executive of the Raja Rammohun Roy Library Foundation. Director General performs the functions assigned to him/her by the Memorandum of Association and Rules, Regulations etc., of the Foundation.

Application in the prescribed format duly filled and complete in all respect along with up-to-date ACR/APAR dossiers of the officer (last five years, each page duly attested by an officer not below the rank of Under Secretary or equivalent) along with (i) Vigilance clearance, (ii) Integrity Certificate, (iii) Cadre clearance, and (iv) major/minor penalty statement for the last 10 years should reach **the Director General , Raja Rammohun Roy Library Foundation, Block DD-34, Sector-I, Salt Lake City, Kolkata 700064, superscripting the name of the post, through proper channel within a period of 45 days** from the date (excluding the first day of the publication) of publication of advertisement in the Employment News.

Applications received after the last date or otherwise incomplete will not be considered and will stand rejected. Applications not accompanied by certificates as mentioned above, documents in support of Qualifications and Experience would not be processed for determining the eligibility of the candidates for the selection.

(Prof. Vinay Kumar Srivastava)
Director General (I/c)
Raja Rammohun Roy Library Foundation
Ministry of Culture, Govt. of India
Block DD-34, Sector-I, Salt Lake, Kolkata 700064
Email: rrrlf-wb@nic.in, Phone : 033 23373464/65

To

1. All Ministries/Departments of Government of India for further circulation of the vacancy among all the Attached / Subordinate Offices / Autonomous Bodies / Public Sector Undertakings / Universities / Recognized Research Institutions / Semi-Government / Statuary Organisations under their control.
2. Chief Secretaries of all States / Union Territories.
3. System Manager, RRRLF for uploading it on the RRRLF Website.
4. Director General (Doordarshan), Doordarshan Bhavan, Copernicus Marg, New Delhi – 110 001 with the request to telecast the vacancy in their Bulletins/News on Employment.
5. Director General, Akashwani (AIR), Akashwani Bhawan, Sansad Marg, New Delhi for dissemination in their Bulletins/News on Employment.
6. Director General (Resettlement Division), Ministry of Defence West Block-IV, Wing-I, R.K. Puram, New Delhi for wide publicity among eligible officers.
7. All Attached/Subordinate Offices / Autonomous organizations under Ministry of Culture.
8. Registrars of all Universities.
9. Director, Employment News, West Block, R.K. Puram, New Delhi – 110 066

Dy. Director (A&A)