

**Details of Eligibility criteria, Job description and Responsibility
as Advertised for the Post of Director General, National
Maritime Heritage Complex (NMHC), Lothal**

National Maritime Heritage Complex

Background

Lothal is one of the most prominent cities of the ancient Indus valley civilization, located in the Bhal region of the modern state of Gujarat and dating from 3700 BC. Lothal, where world's oldest man made dockyard which is over 4600 years old, is located, is an attractive location for setting up of a maritime heritage complex. Such a complex will befit the history, archaeological importance and International renown of Lothal as a place of extraordinary and unparalleled maritime heritage of India.

It is proposed that to showcase and to preserve India's rich and diverse Maritime Heritage, a museum along with a heritage complex will be built at Lothal or at sites associated with Lothal. This museum will specialize in the display of objects relating to ships and travel on large bodies of water. It also intends to highlight the ancient shipbuilding and navigational technologies towards which India contributed handsomely.

There is a requirement for filling up the post of Director General for National Maritime Heritage Complex (NMHC). Ministry of Shipping will constitute a Selection Committee and the decision of this selection committee will be final with respect to various aspects as provided in this advertisement.

The details are as follows:

| | |
|-------------------|---|
| Organisation Name | National Maritime Heritage Complex (NMHC), Lothal |
| Title of the Job | Director General - National Maritime Heritage Complex |
| No. of Posts | 01 |
| Date | xx-xx-xxxx |
| Tenure | 03 (Three) Years +02 (two) Years |
| Scale of Pay | HAG Scale [Rs. 67000 (annual increment @ 3%) Rs. 79000 / Level15 ::Rs.182200- 224100 (7th CPC Civil Pay Matrix)] |

JOB DESCRIPTION AND RESPONSIBILITIES

The Director General will execute statutory and corporate responsibility efficiently and effectively implement the directives laid down by the Government. The candidate shall provide leadership and direction for development of National Maritime Heritage Complex, overseeing operations including collection of artefacts and formulating short, medium and long term strategy, through active engagement with the Board, Gujarat Maritime Board, Tourism Corporation of Gujarat Ltd, Ministry of Shipping and Ministry of Culture.

He shall also

- Set objectives for financial and operational targets for National Maritime Heritage Complex in line with strategic plans developed

by Ministry of Shipping in consultation with Ministry of Culture and Govt. of Gujarat;

- Provide strategic advice and inputs to the Government to ensure the institutionalization of the right systems and policies to meet the development objective of the heritage complex while complying to all the statutory norms and legal regulations;
- Provide leadership to the day to day operations of project on the strategic goals;
- Liaise with various institutions, bodies, museums which are in the relevant business stream and develop relationships to ensure transactions related to holding various exhibitions etc.
- Build strong and motivated subordinate teams by supporting direct reports in professional development; instructing and mentoring to develop required knowledge and skills for better performance and succession planning
- Manage and resolve conflicts between various departments to ensure smooth functioning of projects

Eligibility

1. Age

- Age as on 01st April 2016, minimum 45 years and maximum 56 years
- Age of superannuation is 60 years

2. Qualification and Experience

Required experience and educational qualifications:

- Master's or equivalent Degree from a recognized University in Indian History or Archaeology or anthropology or Chemistry or Fine Arts or Pali or in any other classical Indian language or Degree in museology;
- Research experience (documentary) evidence of published work to be produced;
- 10 years of experience in a museum under the control of Central/State Govt. with 5 years administrative experience as the Head of Museum, Institution. Candidate with experience of being a founder Director of any Museum (National/International) will be preferred;
- knowledge of Indian antiquities, Museum techniques, publication and educational activities.

3. Desirable experience:

- Study or travel abroad in connection with any aspect of museums preferably in countries notable for Museum development;
- Knowledge in Indian antiquities and antiquarian laws;
- Experience of design, development and fabrication of interactive exhibits, demonstrations and teaching aids for education and popularisation of a concept.

The minimum length of service required in the eligible scale will be three years as on the date of advertisement.

Government Officers

Provided that notwithstanding the qualifications and experience prescribed, officers of the level of Joint Secretary in Govt. of India or on equivalent scale of pay, on the date of advertisement with adequate experience in the relevant field will be eligible for consideration on immediate absorption basis **and or on deputation basis.**

Private Sector Executives

In order to apply, Private Sector Executives must fulfil all the following criteria:

- i. They should be working in prestigious art museum, foundations etc. and having experience of conducting exhibitions;
- ii. They should be working at Board level position or reporting directly to a Director on the Board i.e. level below at Board level position.

Nationality/Citizenship

Candidate must be a Citizen of India.

PAY SCALE

- Salary/Emoluments: The Pay Band for the post of Director-General shall be in HAG Scale [Rs. 67000 (annual increment @ 3%) Rs. 79000 / Level 15 :: Rs. 182200- 224100 (7th CPC Civil Pay Matrix)]. He shall be entitled to all other allowances as per the applicable rules.

DURATION OF APPOINTMENT

The job will be on contract basis for three years extendable to five years.

Appointment shall be for a period of three years, extendable to maximum five years subject to satisfactory performance and maximum age limit of sixty years or up to the date of Superannuation (as applicable), whichever is earlier.

SUBMISSION OF APPLICATIONS

Prospective candidates from the Central Public Sector Companies and Government officers shall submit their applications, through proper channel, in the format at Annexure - I. The applications for various categories of the officers are to be routed through proper channels as follows:

1. For Government Servants: through Cadre Controlling Authority.
2. For CMD's/MD's/Director's in CPSE: through the concerned Administrative Ministry.

3. For below Board Level in CPSE: through the concerned CPSE.

Certification by Candidate

1. Candidate has to submit his/her willingness for the post at the time of interview itself clearly stating that he/she will join the post, is selected. If any candidate does not initially give his/her willingness, he/she will not be interviewed.
2. For currently employed Govt./Public Sector/Autonomous bodies employees, have to produce "No Objection Certificate" from the current employer at the time of interview, failing which candidate will not be allowed to appear for interview.

General Conditions

- All qualifications should be recognised by UGC/AICTE/AIU (GOI)
- Additional weightage may be given to candidates having additional relevant qualifications.
- The selection committee reserves the right to raise/modify the eligibility criteria in minimum educational qualification and/or minimum work experience.
- Appointment shall be subject to Service and Conduct Rules.
- Working knowledge of Computers including MS-Office is essential for the above post.
- The selection committee takes no responsibility for any delay in receipt or loss in postal transit of any application or communication. Candidates in their own interest are advised to submit application well in time before the last date to avoid possible delay in postal transit. Application received after due date will be summarily rejected.
- In case, it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected after appointment, his/her services are liable to be terminated.
- Any request for change of address/change of center for group discussion and/or interview shall not be entertained.
- The selection committee has the right to reject any application/candidature at any stage without assigning any reason and the decision of Company shall be final.
- The selection committee has the right to reject entirely or partially the selection/advertisement at any stage without assigning any reason and the decision of selection committee shall be final in this regard.
- Any resulting dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Delhi.
- Canvassing in any form will be a disqualification.
- Communication shall be sent at the Present Address mentioned by the Candidate in the application form.
- Any changes/modifications in the advertisement will be placed on the website of Ministry of Shipping/IPA only. Candidates applying

for the post are advised to visit the websites regularly for updates.

- Self-attested Photocopies of all certificates/testimonials are to be provided with the application form including:
 - Educational/Professional Certificates (Under graduation and later)
 - Appointment and Relieving letters of all previous employers
 - Caste Certificate (in case of SC/ST and OBC)
 - Copy of last drawn Salary, etc.
 - No certificate in original is required to be attached with the application. **Ministry of Shipping/Indian Port Association shall not be responsible for the misplacement of such certificates.**

Last date of receipt of applications is 5th July 2017. No application shall be entertained under any circumstances after the stipulated date. Incomplete applications are liable to be REJECTED.

Applications are to be addressed to:

Managing Director, Indian Port Association,

1st Floor, South Tower, NBCC Place,

Bhisham Pitamah Marg, Lodhi Road,

New Delhi - 110 003

ALL CORRESPONDENCES ON THE ABOVE SUBJECT SHOULD BE ADDRESSED TO THE MANAGING DIRECTOR, INDIAN PORTS ASSOCIATION ONLY.

Annexure I

APPLICATION FORM FOR CENTRAL PUBLIC SECTOR EXECUTIVES/GOVT. OFFICERS (THROUGH PROPER CHANNEL)

(NOTE: Any column left blank will make the application incomplete and liable for rejection.)

1. Name of the Post applied for:

2. (a) Name (in full):

(b) Father's/Husband's Name (in full):

(c) Designation of the Applicant (in full):

(d) Office Address:

3. Present Address:

4. Permanent Address:

5. Telephone No. Office _____, Residence _____,

Fax No. _____

Mobile No. _____, E-mail address: _____

6. Date of Birth and Age as on Date of vacancy:

7. Eligibility Criteria:

| | As per job description | Possessed by the officer | Whether eligible or not |
|--|------------------------|--------------------------|-------------------------|
| Educational/professional qualifications (along with the name of institute) | | | |
| Pay Scale | | | |
| Length of service in eligible pay scale | | | |

8. Positions held during the preceding ten years:

| S.No. | Designation and Place of Posting | Organisation | From | To | Pay Scale |
|-------|----------------------------------|--------------|------|----|-----------|
| | | | | | |
| | | | | | |
| | | | | | |

9. Details of experience relevant for the advertised post and job description, out of 8 above:

| S.No. | Designation and Place of Posting | Organisation | From | To | Pay Scale | Nature of Experience |
|-------|----------------------------------|--------------|------|----|-----------|----------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Note: You may attach write up, if you wish, not exceeding two pages, in support of your candidature.

10. Do you hold lien in any other organisation?

Yes/No

If yes:

- Name of the organisation in which the lien is held.
- Date from which the lien is held.

11. Are you on Deputation?

Yes/No

If yes:

- Date from which you have been on Deputation.
- Period of appointment on deputation:
- Name of the present office/organization to which you belong:

11. Are you on Deputation?

Yes/No

If yes:

a) Date from which you have been on Deputation.

12.a) Whether any punishment awarded to the applicant during the last 10 years Yes/No

If yes, the details thereof

a) Whether any action or inquiry is going on against him as far as his knowledge goes. Yes /No

If yes, the details thereof

I hereby declare that all the statements made in this application form are true, complete and correct to the best of the knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or my not satisfying the eligible criteria according to the requirement, my candidature/appointment is liable to be cancelled/terminated.

Date:

Place:

(Name and signature of the applicant)

(To be filled by the PSU/Ministry/Department concerned)

It is certified that the particulars furnished above have been scrutinised and found to be correct as per the official records.

Signature and Designation of the Competent Forwarding Authority with Telephone No. and office seal