

Science City
(National Council of Science Museums)
Ministry of Culture, Govt. of India
JBS Haldane Avenue, Kolkata – 700 046

DETAILS OF ADVERTISEMENT NO. 1/2016

SECURITY & MAINTENANCE OFFICER

Number of Post: 01 Post (reserved for Ex-Serviceman)

Scale of Pay : Pay Band (2) Rs. 9,300 – 34,800/- with Grade Pay of Rs.4,600/- plus allowances as applicable to Central Govt. employees. (Total emoluments at the start Rs.47,307/- approx. per month at Kolkata likely to be revised as per recommendation of the 7th Pay Commission)

Essential Qualification : Graduate from a recognized University.

Essential Experience : Should hold/have held Junior Commission or its equivalent rank in the Armed Forces. Persons with experience in Corps of Military Police, Naval Provost or Air-Force Police may be considered.

Age : Preferably upto 45 years as on 01.12.2016.

Job Description: The appointee will be responsible for overall security, house keeping and fire fighting system & management within the premises of the Science City. Supervision, monitoring and co-ordination with all the outsourced agencies and monitoring the persons deployed for various contracts. Close liaison with the Police, Fire, Corporation etc. authorities for smooth functioning and better co-ordination of functioning of Science City. Conducting periodical security & fire drills with assistance of Security and fire agencies to check the preparedness and train the persons deployed for the said jobs. To undertake the planning & implementation of disaster management in Science City. Monitoring Surveillance & CCTV, crowd management and first aid counter, movement of VIP's in Convention Centre Complex of Science City.

General terms and conditions : Prescribed application form & complete details may be downloaded from Science City website <http://www.sciencecitykolkata.org.in> or can also be obtained from **Science City, J.B.S Haldane Avenue, Kolkata-700 046** by sending a self addressed envelope of 10X24 cm. duly stamped for Rs.10/- only. The completed application in the prescribed form along with attested copies of testimonials and non refundable fee of Rs.100/- in the form of crossed Bank demand draft/pay order drawn in favour of Science City payable at Kolkata should reach the above address latest by 15.09.2016. Mere possession of requisite qualification and experience shall not entitle the candidate to be called for the test and interview. The decision of Science City shall be final and binding in this matter.

The incumbent is liable to be transferred to any science museums/centres in India under the control of NCSM.

Candidates already working in Government, Semi-Government, Public Undertaking and Autonomous organizations must apply through proper channel. Canvassing in any form and/or bringing in any influence, political or otherwise, will be treated as a disqualification for the post. Personal/Interim enquiries will not be entertained.