

**F. NO. 3-15/2014-NMA/ADM.  
GOVERNMENT OF INDIA  
MINISTRY OF CULTURE  
NATIONAL MONUMENTS AUTHORITY**

24, Tilak Marg, New Delhi-01  
Dated: 06.09.2017


**CIRCULAR**

Sub: Engagement of Consultant in the National Monuments Authority under Ministry of Culture, Government of India.

Application are invited for engagement of Consultant for the below mentioned posts purely on contract basis for the financial year 2017 – 18.

<b>S. NO.</b>	<b>FIELD OF WORK</b>	<b>QUALIFICATION AND NATURE OF WORK</b>	<b>NO. OF POSTS &amp; REMUNERATION</b>
1.	<b>Consultant Administration</b>	i) Should be a retired S.O., Assistant, JAO in the Pay Matrix Level of Rs. 44900 (7) or Rs. 47600 (8) ii) <b>Age Limit:</b> Should not be more than 62 Yrs	01 (One) Rs. 25,000/- P.M.
2.	<b>Conservation Architect</b>	i) <b>Essential</b> – Master Degree in Architecture from recognized University/Institute 5 yrs. experience in the field of Architectural Conservation  ii) Should have sufficient knowledge of Computer MS Office/PDF/Auto CAD etc. and preparation of Heritage Bye-Laws and reports  iii) <b>Age Limit:</b> Should not be more than 62 Yrs	01 (One) Rs. 30,000/- P.M.
3.	<b>Consultant (Archaeologist)</b>	i) <b>Essential:</b> M.A in AIHC & Archaeology OR P.G Diploma in Archaeology or Heritage Management  ii) <b>Age Limit:</b> Should not be more than 62 Yrs	01 (One) Rs. 35,000/- P.M.

2. Proforma of Application and 'terms of reference' are available on National Monuments Authority's Website [www.nma.gov.in](http://www.nma.gov.in). Application complete in all respect should be submitted within 15 days of publication of the advertisement.

  
(Amar Mudi)  
Director (C)

## TERMS OF REFERENCE

### **A. Conditions:**

- i) The contractual appointment is need based for a period for one year at the first instance and it will not confer any right or privileges on the appointee for regular appointment. The engagement of Consultants can be terminated/ discontinued at the discretion of the National Monuments Authority.
- ii) The consolidated fee to be paid to the Consultant as shown.
- iii) The assignment is on a full time basis and the consultant will be required to attend the office on all the working days or on Holidays, if required, on account of exigencies of work, for which no additional remuneration will be paid.
- iv) The consultant so engaged will be required to maintain decorum, discipline as expected of regular Central Govt. employees.

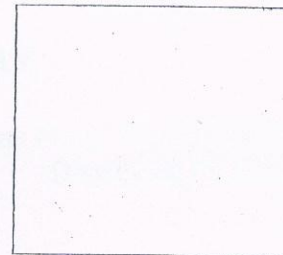
### **B. Selection Procedure:**

- i) The appointment will be made on the recommendations of a Selection Committee constituted for this purpose. The shortlisted candidates will be called for interview and considered for engagement on the basis of the recommendations made by the Committee.
- ii) No TA/DA will be provided for attending the interview.
- iii) As the requirement is urgent, interested candidates may submit their application in the prescribed Proforma (Annexure) to the Member Secretary, National Monuments Authority, 24, Tilak Marg, New Delhi – 110001.
- iv) National Monuments Authority reserves the right to accept or reject any application without assigning any reason.



(Amar Mudi)  
Director (C)

**PROFORMA**



- 1. Name:.....
- 2. Father's Name.....
- 3. Date of birth.....
- 4. Domicile.....
- 5. Nationality.....
- 6. Mailing address (with Tel. /Mob. And Email address).....  
.....  
.....
- 7. Permanent Address:.....  
.....
- 8. Educational Qualification:.....
- 9. Work Experience:.....
- 10. Whether SC/ST/OBC:.....
- 11. Date or retirement from Government Service (if applicable).....

Date

(Signature)

**SELF CERTIFICATE**

It is certified that during my service in Government of India or any other capacity. I have not been imposed upon any penalties by the Government for any cause of action. I have not been processed against or prosecuted for any criminal offence by the court of law.

In case, the above information is found false at any point of time, the consultancy offer to me may be terminated without assigning any reasons.

(Signature with date)