



F.No.4-3/2016-Adm.I
GOVERNMENT OF INDIA
ARCHAEOLOGICAL SURVEY OF INDIA
ADMINISTRATION-I SECTION

03 OCT 2016

Filing up one (01) post of Superintending Epigraphist (Dravidian Inscription) Group 'A' (Gazetted) in level 11 of the pay matrix in Archaeological Survey of India, Ministry of Culture.

It is proposed to fill up one (01) post of Superintending Epigraphist (Dravidian Inscription) Group 'A' Gazetted in level 11 of the pay matrix in the Archaeological Survey of India on Deputation (including short term contract) as per the eligibility criteria indicated below:

Deputation (including short term contract):

Officers under the Central Government, State Government, Union Territories, Public Sector Undertaking, Universities, Recognized Research Institutions, Semi-Government, Statutory or Autonomous organizations:

- A. (I) holding analogous post on regular basis in the parent cadre, department; or
(II) with five years service in the grade rendered after appointment thereto on a regular basis in post in level 10 of the pay matrix or equivalent in the parent cadre, department; and
- B. Possessing the educational qualifications and experience prescribed for direct recruits under column 7 of the Recruitment Rules of the post, viz:-
- (I) Master Degree in Tamil or Telugu or Malayalam or Kannada with Ancient Indian History as a subject at Bachelor Degree level from a recognized University.
Or
Master Degree in History with Ancient Indian History as a subject and Tamil or Telugu or Malayalam or Kannada as one of the subjects at Bachelor's Degree level from a recognized University.
- (II) Seven years experience in copying, deciphering and editing of inscriptions in the concerned discipline.
- (III) Doctorate Degree in any of the above subjects.

Note 1:

Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates otherwise well qualified.

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Note 2:

The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

Note 3:

The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Period of deputation (including short term Contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding fifty six (56) years as on the closing date of receipt of applications.

Note 4:

(I) For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1-1-2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

(II) The officer selected will be on deputation for a period of three years and will be governed by terms of deputation laid down in DoPT O.M. No. 2/12/87-Estt. dated 29.04.1988 as amended from time to time and pay will be regulated in accordance with the DoPT O.M. No. 1/99/91-Estt. (Pay-II) dated 5.1.1994 as amended from time to time.

(III) Application in duplicate in the proforma attached herewith (Annexure-A) along with the complete and up-to date ACRs/APARs of the Officers who can be spared in the event of his/her selection, may be sent to the undersigned through proper channel **within 60 days from the date of publication of this advertisement in the Employment News.** Application received after the last date or otherwise found incomplete will not be considered.

(IV) while forwarding the application, it may be verified and certified that the particulars furnished by the officers are correct and that no disciplinary action/court case is pending or contemplated against the officers and also no major/minor penalty has been imposed on the officers during the last ten years.

(V) The officers who apply for the post will not be allowed to withdraw their nomination subsequently.

Initial place of posting:

Office of the Director (Epigraphy), Epigraphy
Branch, Archaeological Survey of India, Mysore,
Karnataka, however, transferable on all India basis.


(P.G. Kaladharan)

Director (Administration)
Archaeological Survey of India
Janpath, New Delhi-110011

Copy to:

1. All the Ministries & Department of the Government of India.
2. All attached/Subordinate of the Ministry of Culture.
3. All Offices of Archaeological Survey of India.
4. All Undertaking Department.
5. All Chief Secretaries /Secretaries of the State Government etc.
6. All Central Government/State Government/Union Territory, Administration/Research Institutions/Autonomous Organization/Universities.
7. The Director, AIU, 2, Ferozshah Kotla Road, New Delhi for circulation to the Universities.
8. The Secretary, UPSC, Shahjahan Road, New Delhi.
9. Web-Site Section, ASI, Janpath, New Delhi.
10. Office Orders Files 2016.

ANNEXURE-I**BIO-DATA/CIRRICULUM VITAE PROFORMA**

1.Name and Address (in Block Letters)		
2.Date of Birth (in Christian era)		
3.i) Date of entry into service		
ii) Date of retirement under Central/State Government Rules		
4.Educational Qualifications		
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)		
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications/ experience possessed by the officer	
Essential	Essential	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
Desirable	Desirable	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
<p>5.1 Note: This column needs to be amplified to indicate "Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>		
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.		
<p>6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the candidate (as Indicated in the Bio-data) with reference to the post applied.</p>		

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, If the space below Is insufficient.

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Office/Institution	Post held on regular basis	From	To	Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for
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***Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP / MACP Scheme	From	To
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8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9.1 In case the present employment is held on deputation/ contract basis, please state-			
a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the 'post and Pay of the post held In substantive capacity in the parent organisation
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.			
9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organisation			

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		
11. Additional details about present employment: Please state whether working under (Indicate the name of your employer against the relevant column) <ul style="list-style-type: none"> a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others 		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organisation which is not following the Central, Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc., (with break-up details)	Total Emoluments
16.A Additional Information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii)		

Professional training and (iii) work experience over and above prescribed in the vacancy Circular/Advertisement)	
(Note: Enclose a separate sheet, if the space is insufficient)	
16.B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition (vi) Any other information. (Note: Enclose a separate sheet if the space is insufficient)	
17. Please state whether you are applying for deputation (ISTC)/ Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract).	
# (The option of 'STC' / 'Absorption'/Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").	
18. Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)
Address. _____

Date _____

Certification by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. _____
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years Or A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/ cadre Controlling Authority with Seal)