



NEHRU MEMORIAL MUSEUM AND LIBRARY
Teen Murti House, New Delhi-110011
(Autonomous Body set up by the Govt. of India)

The Nehru Memorial Museum & Library (NMML), an Autonomous Body under the Ministry of Culture, seeks qualified candidates for appointment to following posts.

Sl. No.	Name of the post	No. of posts	Category	Age	Pay Level
1.	Assistant Caretaker	1	UR	Not exceeding 30 years	Level-6
2.	Photographer	1	1 UR	Below 28 years	Level-5
3.	Technical Assistant (Preservation)	1	UR	Below 28 years	Level-5
4.	Junior Technician	1	1 OBC	Below 28 years	Level-4
5.	Preservation Assistant	1	UR	Below 28 years	Level-3

Eligibility: For details like qualifications and experience required, general instructions etc., please visit NMML website: www.nehrumemorial.nic.in.

Interested candidates may send their applications along with self-attested copies of educational qualifications and experience certificates, etc. to this office address i.e. The Director, Nehru Memorial Museum & Library, Teen Murti House, New Delhi-110011 so as to reach latest by 25th December, 2022.

Nehru Memorial Museum & Library

General instructions for applicants:-

1. Candidates must send their applications in the required format for a particular post to this office in a sealed envelope clearly super scribed as **“APPLICATION FOR THE POST OF -----”**. An applicant applying for more than one post is required to apply separately for each post.
2. The candidates are mandatorily required to provide their e-mail IDs and contact number in the application as per the required format.
3. The recruitment will be made in accordance with the guidelines issued by DoPT from time to time and NMML Recruitment Rules.
4. Reservation Policy of Government of India will be applicable in respect of candidates belonging to reserved categories.
5. Candidates belonging to EWS category are required to submit the EWS certificate as per the attached format.
6. Only matriculation/SSC certificate issued by the concerned educational boards will be considered as proof of date of birth. No other document will be accepted for verification of date of birth. The date applicable for determining the age will be the last date of submission of application.
7. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and the candidature will be cancelled. Concealment of fact/information or submitted false information will lead to cancellation of candidature at any stage of recruitment.
8. The NMML reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason. The decision of the NMML shall be final and no appeal in this regard shall be entertained.
9. In case the total number of applications received in response to the advertisement for the post is more, the duly constituted Selection Committee of NMML shall reserve the right to devise additional criteria for short-listing of candidates to take the selection process further.
10. Any Corrigendum/Changes/Updates related to the recruitment process shall be available on the official website of NMML. The candidates are advised to regularly visit the NMML website and check their emails/mobiles for all updates.

11. The employed candidates of Central Govt./Autonomous Bodies/Statutory Bodies/State Govt. should send the applications through proper channel. However, they will require to produce the NO OBJECTION CERTIFICATE (NOC) from their organization when required by NMML, with a certificate that (i) no vigilance case is pending/being contemplated against him/her (ii) the applicant will be relieved within one month of receipt of appointment offer, if he/she is selected.
12. The decision of the competent authority at NMML in all matters relating to eligibility, acceptance or rejection of applications and the selection process will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual.
13. Applications received without the requisite documents are liable to be rejected.
14. Applications received after the prescribed date will not be entertained in any case.
15. Incomplete applications shall be summarily rejected.
16. Canvassing in any form will be treated as a disqualification for the post.
17. Candidates must be in sound health. They must, if selected, be prepared to undergo such medical examination and satisfy Competent Medical Authority as the NMML may require.
18. The NMML reserves the right to change the number and nature of posts/vacancies without assigning any reason.
19. The applicants may visit the official website www.nehrumemorial.nic.in for detailed advertisement. The last date for receiving of applications is 25th December, 2022 for all candidates.
20. No TA/DA will be paid to the candidates at any stage of the recruitment process for appearing in the test/interview.

Director, NMML

**Essential Qualification, Experience and Age Criteria for the post for Pradhan Mantri Sangrahalaya,
NMML**

SI. No.	Name	No.	Category	Level	Age	Essential Qualification	Essential Experience	Desirable
1.	Assistant Caretaker	1	UR	Level-6 (Rs.35400-112400)	Not exceeding 30 years Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government	Graduate	At least five years experience of maintenance of buildings.	(i) Work experience in Govt. Department or autonomous body or any other reputed organisation (ii) Knowledge of computer application.

RECRUITMENT RULES FOR JUNIOR TECHNICIAN

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|--|---|
| 1. Name of the Post | Junior Technician |
| 2. Scale of Pay | Rs. 25500- Rs. 81100
Matrix Level 4 as per 7 th CPC |
| 3. Age limit for direct recruits | Below 28 years |
| 4. Educational and other qualifications required for direct recruits | <u>Essential:</u>
(i) Diploma in Radio or Electronics Engineering
(ii) Three years' experience in operation and maintenance of audio equipment like amplifiers, tape-recorders etc. |

RECRUITMENT RULES OF PHOTOGRAPHER

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|--|--|
| 1. Name of the Post | Photographer |
| 2. Scale of Pay | Rs. 29200- Rs. 92300
Matrix Level 5 as per 7 th CPC |
| 3. Age limit for direct recruits | Below 28 years |
| 4. Educational and other qualifications required for direct recruits | <u>Essential:</u>
(i) Graduate
(ii) At least three years' experience of Photography and photo reproduction work and microfilm
(iii) Certificate/Diploma in Photography/Reprography. |

RECRUITMENT RULES OF PRESERVATION ASSISTANT

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|--|---|
| 1. Name of the Post | Preservation Assistant |
| 2. Scale of Pay | Rs. 21700- Rs. 69100
Matrix Level 3 as per 7 th CPC |
| 3. Age limit for direct recruits | Below 28 years |
| 4. Educational and other qualifications required for direct recruits | <u>Essential:</u>
(i) Matriculate or equivalent qualification.
(ii) At least 3 years' experience of repair and renovation of documents and manuscript by manual and mechanical processes. |

RECRUITMENT RULES OF TECHNICAL ASSISTANT (PRESERVATION)

1. Name of the Post **Technical Assistant (Preservation)**
2. Scale of Pay Rs. 29200- Rs. 92300
Matrix Level 5 as per 7th CPC
3. Age limit for direct recruits Below 28 years
4. Educational and other qualifications required for direct recruits Essential:
 - (i) Matriculate or equivalent qualification.
 - (ii) At least 5 years' experience of repair and renovation of documents and manuscript by manual and mechanical processes.

(Annexure 1)

APPLICATION FORM FOR THE POST OF _____,
NEHRU MEMORIAL IN NEHRU MEMORIAL MUSEUM AND LIBRARY, NEW DELHI

Name (BLOCK LETTER)				Self Attested Photograph			
Date of Birth DD/MM/YYYY							
Age as on last date of submission of application							
Place of Birth							
Father's/Mother's or Husband's name (in case of married female)							
Category UR/OBC/SC/ST/EWS							
Contact no.							
Email ID							
Permanent Address in full							
Present Address in full (correspondence)							
Educational Qualifications in Chronological order (please attach copies of self attested certificates Mark sheet etc.)							
Sl. No.	Exam Passed	University /Board	Date of entering	Date of leaving	Examination Passed (year)	Division /Grade	Subject
1.							
2.							
3.							
4.							
5.							
Professional Qualification in Chronological order (please attach copies of self attested certificates Mark sheet etc.)							

Sl. No.	Exam Passed	University /Board	Date of entering	Date of leaving	Examination Passed (year)	Division /Grade	Subject
1.							
2.							
3.							
4.							

Details of Employment in Chronological order

Sl. No.	Name of Office/Organization	Post held	From	To	Scale of Pay & Basic Pay	Nature of Duties
1.						
2.						
3.						
4.						

Additional information, if any, which you would like to mention in support of your suitability for the post. (Enclose a separate sheet, if the space is insufficient)

Declaration: I have carefully gone through the vacancy circular/advertisement and I am well aware that the information provided by me above, supported by documents submitted will also be assessed at the time of selection for the post. In case of any false statement I am liable to any action Government may deem fit and proper.

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(Signature of the Candidate)

Place:

Date: