



दक्षिण मध्य क्षेत्र सांस्कृतिक केन्द्र, नागपुर
संस्कृति मंत्रालय, भारत सरकार
South Central Zone Cultural Centre
Ministry of Culture, Government of India




No.SCZCC/Estt./Vacancy/ 862 /2018

Date: 15/10/2018

VACANCY CIRCULAR

Applications are invited from eligible candidates through proper channel for filling up following posts on Deputation to the office of the Director, South Central Zone Cultural Centre, Nagpur, an autonomous body under the Ministry of Culture, Government of India. SCZCC Nagpur is one of the seven Zonal Cultural Centres set up by Government of India to promote folk and tribal arts and culture in five participating states of the Centre. The eligibility criteria and other details are given below. Other details are available on the Centre's website: www.sczcc.gov.in

01	A	Name of the Post	Administrative-cum-Accounts Officer
	B	Number of Post	One (01)
	C	Scale of Pay	9300-34800+GP Rs.4800 (6 th P.C.)
	D	Classification	Group "B"
	E	Age	Not more than 56 Years
	F	Tenure of appointment	Initially for one year which may be extended up to maximum 3 years in case of outstanding performance
	G	Place of duty	SCZCC, Nagpur
	H	Duties and Responsibility	Service matters of employees, Court Cases, RTI matters, Lok sabha/Rajya Sabha questions, Preparation of Budget Estimates, Accounts and related matters.
	I	Eligibility Criteria	Officers working in the central/state government or their autonomous bodies/universities 1. Holding analogous post on regular basis or 2. Having two years of regular service in the scale of pay of 9300-34800 + GP Rs.4600 or 3. Having three years of regular service in the scale of pay of Rs. 9300-34800 + GP Rs.4200 4. Knowledge of Accounts and Administration.
	J	Last date of receipt of application at SCZCC, Nagpur	30 days from the date of Publication of Advertisement


Director,
SCZCC, Nagpur

56/1, Civil Lines, Nagpur 440001 (MS) INDIA | 56/1, सिविल लाईन, नागपुर 440001 (महाराष्ट्र)

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