

Government of India **7519**
Archaeological Survey of India
3rd Floor , GTB Complex, T.T. Nagar, Bhopal Circle,
Bhopal - 462003
(P) 0755 -2558250 – 70

Date.....**17/11/17**.....

Engagement of consultant

Superintending Archaeologist, Archaeological Survey of India , Bhopal Circle on behalf of the President of India invites applications from the citizens of India for the engagement of a consultant purely on contract basis in Archaeological Survey of India, Bhopal Circle, Bhopal.

Sl. No.	Post required	No . of posts	Qualification / Eligibility	Period	Place of posting	Last date of receiving application
1.	Consultant for the conservation work	1	Persons retired from the post of Assistant Superintending Archaeological Engineer or equivalent is eligible for the post of consultant. Besides conservation, preservation and restoration of ancient Archaeological monuments the applicant should have good communications and interpersonal skills, fair knowledge of computer applications such as MS word , MS Excel and power point etc. Should have expertise in noting / drafting , budget / accounts , office procedure etc.	1 Year	Archaeological Survey of India, Bhopal Circle, Bhopal	30.01.2017

Age Limit: Should not be more than 62 years of age on the last date for receipt application. The upper age limit of engagement shall be 65 years.

Duties: Guiding the execution of works of conservation, restoration and preservation of ancient archaeological monuments for maintaining the required standard to repairs. Drawing up of conservation notes, compilation of data of conservation work executed during previous financial year. Scrutinizing estimates pertaining to works under SR (P) & Civil Deposit NCF project. Preparing a schedule of rate for

items of conservation not covered by P.W.D. schedule, attending the correspondence in technical matters. And performing such other functions as may be assigned to him from time to time by the Superintending Archaeologist.

Terms and conditions: 1. The engagement of consultant will be made purely on contract basis and will not confer any right for regular appointment in the organization.

2. The consultant shall be required to observe the normal office timing and may also be called upon to attend the office on Saturday and Sunday and any holiday in case of exigencies of work .

3. The contract period shall be for a maximum period of one year and may be further extended with or without enhancement of remuneration on year to year basis subject to functional requirements and also appraisal of the performance of the legal consultant by the Superintending Archaeologist, Bhopal Circle and approval by the D.G. , ASI ,New Delhi.

4. Besides remuneration he /she shall not be entitled to any allowance such as D.A. , Transport facility , residential accommodation , CGHS, Medical reimbursement etc.

5. The consultant shall be entitled to avail 8 days of leave in a calendar year with re imbusement on pro rata basis. Therefore, he shall not draw any remuneration in case of his absence beyond 8 days in a year

6. The un – availed leave in a calendar year can neither be carried forward to next calendar year nor be entitled for leave encashment.

7. The contract may be terminated by giving one month's prior notice in writing on either side , without assigning any reason.

8. A monthly consolidated remuneration of Rs.25,000 only will be payable to the consultant.

9. Income tax or nay other tax will be deducted at source as per government instructions. Necessary TDS certificates will be issued by the Superintending Archaeologist within reasonable time.

10. The consultant shall not divulge any information gathered by him during the course of such engagement with Bhopal Circle to any person, who is not authorized to have the knowledge of the same.

11. Relevant original certificates / degrees, testimonials etc. shall be provided by the cnadaidate for verification when required.

12. The above terms and conditions are general and merely indicative. The letter of appointment may include any other term or condition as may be deemed fit in accordance with functional requirements of the office of the Superintending Archaeologist, Bhopal Circle, Bhopal.

The organization has the right to cancel the advertisement at any stage and to accept or reject any or all applications without giving any reason, whatsoever. Selection will be made by a committee through interview.


Superintending Archaeologist

1. Notice board .

2. Upload on ASI Circle web site.