



भारतीयमानवविज्ञानसर्वेक्षण/**ANTHROPOLOGICAL SURVEY OF INDIA**

संस्कृतिमंत्रालय/**MINISTRY OF CULTURE**

भारतसरकार/**GOVERNMENT OF INDIA**

**27, जवाहरलालनेहरूरोड, कोलकाता-700 016**

**27, JAWAHARLAL NEHRU ROAD, KOLKATA- 700 016**

**E-Mail- [director@ansi.gov.in](mailto:director@ansi.gov.in), Website: [www.ansi.gov.in](http://www.ansi.gov.in)**

Applications are invited from eligible officers in Central Government or the State Government or Union territory administration for appointment to Two (02) posts of Deputy Director (Cultural Anthropology Division), General Central Service, Group-'A' Gazetted, Non-Ministerial in Level-12 in the Pay Matrix (Rs. 78800-209200) as per 7<sup>th</sup> CPC by Deputation in the O/o the Anthropological Survey of India, a sub-ordinate organization under the Ministry of Culture, Government of India.

**1. Details of post and Eligibility conditions:**

**(i) Deputation**

Officers in Central Government or the State Governments or Union territory administration:

- (A) (i) holding analogous post on regular basis in parent cadre or department: or  
(ii) with five years in the grade rendered after appointment thereto on a regular basis in level-11 (Rs. 67700-208700) in the pay matrix or equivalent in the parent cadre or department and;

**(B) possessing the following educational qualification and experience:**

**Essential:**

- (i) Master's degree in Anthropology of a recognised University with more than Fifty percent papers in Cultural Anthropology in final year examination.  
(ii) Ten years' research experience in the field of Cultural Anthropology.  
(iii) Published work in Cultural Anthropology.

**Desirable:**

- (i) Doctorate Degree in Anthropology.

**Note 1:** 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.

**Note 2:** Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation or Department of the Central Government shall ordinarily not to exceed four years. The maximum age limit for appointment by deputation shall not be exceeding fifty six years as on the closing date of receipt of application.

**Note 3:** Presently the posts of Deputy Director (Cultural Anthropology Division) are vacant at Nagpur & Kolkata. But candidate selected for the post are liable to transfer anywhere in India.

**How to Apply:-**

Applications in the enclosed prescribed proforma ( Annexure 'A" ) and annexed with up-to-date ACR/APAR dossiers for the last five years of the officers who can be spared in the event of their selection along with (i) vigilance clearance (ii) integrity certificate (iii) cadre clearance and (iv) major/minor penalty statement for the last 10 years should be forwarded **THROUGH PROPER CHANNEL** to the **Director, Anthropological Survey of India Government of India, Ministry of Culture, 27, Jawaharlal Nehru Road, ( Indian Museum Campus ), Kolkata-700 016 within six weeks from the date of publication of advertisement in the Employment News.**

**Important:**

01. Applications received after the due date or otherwise incomplete will not be considered and rejected.
02. No applications / correspondence or communication will be entertained through Email.
03. Any addendum or corrigendum will be announced on Survey's website only.

**(AMIT KUMAR GHOSH)**  
**HEAD OF OFFICE**

ANNEXURE-ABIO-DATA /CURRICULUM VITAE PROFORMA

1. Name and Address ( in Block Letters )	
1(A) Applied for the post of	
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
<p>A) Qualification Officers in Central Government or the State Governments or Union territory administration:</p> <p>A. (i) holding analogous post on regular basis in parent cadre or department: or (ii) with five years in the grade rendered after appointment thereto on a regular basis in level- 11 ( Rs. 67700-208700) in the pay matrix or equivalent in the parent cadre or department and;</p> <p><b>B. possessing the following educational qualification and experience:</b></p> <p><b>Essential:</b></p> <p>(i) Master's degree in Anthropology of a recognised University with more than fifty percent papers in Cultural Anthropology in final year examination.</p> <p>(ii) Published work in Cultural Anthropology.</p>	<p>A) Qualification</p>

B) Experience Ten years' research experience in the field of Cultural Anthropology.	B) Experience
Desirable	Desirable
A) Qualification Doctorate Degree in Anthropology.	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 Note: 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.	
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.	

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

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 details) Highlighting experience required for the post applied for
8. Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent or Permanent					
9. 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 organization		
<p>9.1 Note: In case of Officer 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</p> <p>9.2 Note: Information under Column 9(c) &amp; (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/organization</p>					
10. If any post held on Deputation in the past by the applicant, date of return from the last					

deputation and other details		
<b>11 Additional details above present employment:</b> Please state whether working under ( indicate the name of your employer against the relevant column) 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		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization 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
<b>16.A. Additional information</b> , 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 <b>( Note: Enclose a separate sheet, if the space is insufficient )</b>		
<b>16.B. Achievements:</b> 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 <b>( Note: Enclose a separate sheet if the space is insufficient )</b>	
17. Please state whether you are applying for deputation ( ISTC)/ Absorption/ Re-employment Basis# ( Officers under Central/State Government are only eligible for “Absorption” Candidates or 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.

**Dated:**

**(Signature of the candidate)**

**Certification by 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 possess educational qualifications and experience mentioned in the vacancy Circular. If selected, 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 or 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)**