



Advt. No. : 1/2024

Date : 04.07.2024

BITM, Kolkata invites applications from retired persons from the post Technical Officer (Civil) who have worked in the Pay Matrix Level – 12 (₹.78,800-2,09,200/-) and above for engagement of **one Consultant (Civil) purely on contract basis**. The engagement of Consultant will be on contractual basis for a period of six months. BITM will have all the rights to select suitable applicants as Consultant or cancel all the applications at its sole discretion. The Competent Authority will have all the rights to select any one of the applicants as Consultant or cancel all or part of the advertisement/applications at its sole discretion.

The engagement of Consultant is on contractual basis for an initial period of six months which may be extended for another six months as per the requirement of BITM & performance of the Technician during first six months. The decision of the Competent Authority will be final & binding and applicants will have no right to file any type of petition against the decision in any forum or/and in any Court of India.

1. Essential qualifications & experience :

(a) Qualification

3 years Diploma in Civil Engineering;

(b) Experience

Applicants should be a retired person from the post of Technical Officer who have worked in the Pay Matrix Level – 12 (₹.78,800-2,09,200/-) and above with minimum 20 years' experience in the relevant discipline.

2. Scope of work :

Consultant (Civil) :

To render consultancy services in repair and maintenance of buildings and installations and/or development of landscape and maintenance of science parks including all exhibits; preparation of estimates and tender papers, supervision of the construction/installation work, design work.

3. Age Limit

Upper age limit - **63 years of age as on 12.07.2024.**

4. Contract period :

Contract would be for an initial period of six months which may be extended for another six months subject to functional requirement of BITM, Kolkata and appraisal of the performance & medical fitness of the contract appointee during the first six months.

5. Accommodation :

No accommodation facility or house rent will be provided by BITM.

6. Terms of payment :

A Consolidated remuneration will be fixed as per Govt. of India guidelines issued from time to time.

7. Tax deduction at sources :

The income tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment for which BITM, Kolkata will issue TDS certificate as applicable.

8. Guidelines for submission of application :

The duly completed application in prescribed format along with self-attested copies of requisite certificates with regard to qualifications, work experience, PPO, Date of Birth, Caste Certificate (if applicable) should be submitted to the **Controller of Administration, Birla Industrial & Technological Museum, 19A, Gurusaday Road, Kolkata – 700 019** so as to reach on or before **12.07.2024**. Any applications received after the due date and without enclosing the copies of certificates & testimonials will be rejected.

9. Other terms & conditions of the engagement will be carried out as per Govt. of India guidelines and rules of NCSM/BITM, Kolkata.

बिड़ला औद्योगिक तथा प्रौद्योगिक संग्रहालय
Birla Industrial and Technological Museum
राष्ट्रीय विज्ञान संग्रहालय परिषद् की एक इकाई
A Unit of National Council of Science Museums
19ए, गुरुसदय रोड, कोलकाता
19A, Gurusaday Road, Kolkata – 700 019

Photo to be
affixed

APPLICATION FOR THE POSITION OF _____

1.	Name (in CAPITAL letters)	
2.	Father's Name	
3.	(i) Present Residential Address	
	(ii) Permanent Address	
4.	(i) Date of Birth (DD/MM/YYYY)	
	(ii) Age as on 12.07.2024	
5.	E-mail ID	
6.	(i) Aadhar Number	
	(ii) PAN	
7.	Contact Number [Mobile & Landline (if any)]	
8.	(i) Whether worked in Govt. service/private job/freelance? Date of Entry into Govt. Service (if any)	
	(ii) If Govt. service, whether Central Govt. or State Govt. or CPSU/SPSU or Autonomous Body	
9.	Date of Retirement	
10.	Technical Qualifications *	
11.	Brief particulars of experience with Nature of work performed (Starting from last employment)*	
12.	Additional Information, if any, in support of your suitability for the post*	

* please attach separate sheet, if required.

Declaration : I (Name.....) hereby declare that information provided in this application are true to the best of my knowledge and belief. In case the information provided by me is found to be false or the material facts are concealed by me at any stage i.e. during processing of my applications or even after my joining the contractual position in the Council, my candidature will be cancelled and my engagement may be terminated, without assigning any reason thereof.

The supporting documents are attached herewith as Annexure.

Date.....

Candidate's signature.....

Place.....

.....

Name of the candidate in CAPITAL LETTER



Advt. No. : 1/2024

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BITM, Kolkata invites applications from retired persons from the post Technician (Mechanical Trades) who have worked in the Pay Matrix Level – 9 (₹.53,100-1,67,800/-) and above for engagement of **one Technician (Mechanical) purely on contract basis**. The engagement of Technician will be on contractual basis for a period of six months. BITM will have all the rights to select suitable applicants as Technician or cancel all the applications at its sole discretion. The Competent Authority will have all the rights to select any one of the applicants as Technician or cancel all or part of the advertisement/applications at its sole discretion.

The engagement of Technician is on contractual basis for an initial period of six months which may be extended for another six months as per the requirement of BITM & performance of the Technician during first six months. The decision of the Competent Authority will be final & binding and applicants will have no right to file any type of petition against the decision in any forum or/and in any Court of India.

1. **Essential qualifications & experience :**

(a) **Qualification**

Passed ITI in the Mechanical Trades ;

(b) **Experience**

Applicants should be retired person from the post of Technician in Mechanical Trades who have worked in the Pay Matrix Level – 9 (₹.53,100-1,67,800/-) and above with minimum 20 years' experience in the mechanical trades.

2. **Scope of work :**

Technician (Mechanical Trades) :

To render services in operation, repair, fabrication, handling, packing, installation and maintenance of exhibits/equipment/instruments; preparation of bills; tracing and drawing, operation and maintenance of mechanical equipments.

3. **Age Limit**

Upper age limit - **63 years of age as on 12.07.2024.**

4. **Contract period :**

Contract would be for an initial period of six months which may be extended for another six months subject to functional requirement of BITM, Kolkata and appraisal of the performance & medical fitness of the contract appointee during the first six months.

5. **Accommodation :**

No accommodation facility or house rent will be provided by BITM.

6. **Terms of payment :**

A Consolidated remuneration will be fixed as per Govt. of India guidelines issued from time to time.

7. **Tax deduction at sources :**

The income tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment for which BITM, Kolkata will issue TDS certificate as applicable.

8. **Guidelines for submission of application** :

The duly completed application in prescribed format along with self-attested copies of requisite certificates with regard to qualifications, work experience, PPO, Date of Birth, Caste Certificate (if applicable) should be submitted to the **Controller of Administration, Birla Industrial & Technological Museum, 19A, Gurusaday Road, Kolkata – 700 019** so as to reach on or before **12.07.2024**. Any applications received after the due date and without enclosing the copies of certificates & testimonials will be rejected.

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The supporting documents are attached herewith as Annexure.

Date.....

Candidate's signature.....

Place.....

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Name of the candidate in CAPITAL LETTER