


		Recruitment Rules
1.	Name of post	Assistant Section Officer
2.	Number of post	Two
3.	Classification	Group -B
4.	Pay Band and Grade Pay/ Pay Scale	Pay Matrix Level - 6 Rs.35400-112400/-
5.	Whether Selection post or non-selection post	Selection
6.	Age limit for direct recruits	<p>Upto 35 years</p> <p>(Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government.</p> <p>Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himnchal Pradesh, Andaman Nicobar Islands or Lakshadweep)</p>
7.	Educational and other qualifications required for direct recruits	<p>(i) Bachelor's Degree from a recognized University/Institutions.</p> <p>(ii) two years experience in Accounts, Administration, Establishment work in Govt. office/ PSU/ Autonomous/Statutory body.</p> <p>Note1: Qualification (s) are relaxable at the discretion of the Competent authority (Search-cum-Selection Committee/ Departmental Promotion Committee), for reasons to be recorded in writing, in the case of candidates otherwise well qualified.</p> <p>Note2: the qualification (s) regarding experience is relaxable at the discretion of the competent authority (Search-cum-Selection Committee/ Departmental Promotion Committee), for reasons to be recorded in writing, in the case of candidates belonging to Scheduled castes or scheduled tribes if at any stage of selection the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Yes, but not the age
9.	Period of probation, if any,	Two years in case of Direct Recruitment and one year of case of promotion.


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10	Method of recruitment whether by direct recruitment or by deputation and percentage of the vacancies to be filled by various methods	Promotion failing which by direct recruitment.
11	In case of recruitment by deputation from which deputation to be made	Promotion: The departmental Assistant in posts in PB-1, Rs.5200-20200 plus Grade Pay of Rs.2800 with six years' regular service in the grade.
12	If a Selection / Promotion Committee exists what is its composition	1. Director, CCRT – Chairman 2. One representative of Department of Ministry of Culture of the rank of Under Secretary – Member 3. One nominee (to be nominated by the Appointing Authority). – Member 4. One member representing SC/ST communities for reserved posts. 5. Dy. Director (Admin./Estt.), CCRT. - Member
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	N/A

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