

		<u>Recruitment Rules</u>
1.	Name of post	Hostel Warden cum Caretaker
2.	Number of post	One
3.	Classification	Group -C
4.	Pay Band and Grade Pay/ Pay Scale	Pay Matrix Level - 5 Rs.29200-92300/-
5.	Whether Selection post or non-selection post	Selection Post
6.	Age limit for direct recruits	Upto 28 years Age Relaxation: As per the rules of Government of India.
7.	Educational and other qualifications required for direct recruits	Essential: Graduate from a recognized university/institute.  Desirable: i) One years experience in maintaining Hostel in any Govt. /Govt. recognized College /School. ii) Certificate in computer application/ information technology from a recognized institute.  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.  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
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Yes, but not the age.
9.	Period of probation, if any,	Two years in case of direct recruitment and one year in the case of promotion.
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and	By Promotion failing which by Direct Recruitment.

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	percentage of the vacancies to be filled by various methods	
11.	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Promotion: The departmental UDC in posts in PB-1, Rs.5200-20200 plus Grade Pay of Rs.2400 with five years' regular service in the grade.
12.	If a Selection 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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