



Centre for Cultural Resources and Training

(Under the aegis of Ministry of Culture, Govt. of India)

15-A, Sector-07, Dwarka, New Delhi – 110075

Advt.No.: CCRT/11011/09/2023/02

Applications are invited from willing and eligible candidates for the post of **Director** in the Centre for Cultural Resources and Training, New Delhi **on Deputation (including short term contract) plus promotion; failing which by Direct Recruitment basis** as per the Recruitment Rules of CCRT in the Pay level – 12 (Rs. 78,800-2,09,200) as per 7th CPC.

01. How to Apply

Application from eligible candidates are invited with reference to advertisement published in Newspapers on 23/12/2023 i.e. Employment News on 23-29th Dec. 2023 for the post of Director in CCRT.

The application form (both PDF and WORD formats) can be downloaded from the CCRT website and the duly filled in hard copy of the application along with the self attested copies of the relevant supporting documents should reach “**Dy. Director (Admin), CCRT, 15-A, Sector-07, Dwarka, New Delhi – 110075**” on or before 29.01.2024 (18.00 pm IST). The envelope should be superscribed as “**Application for the post of Director**”.

For Deputation :

Those who are applying for the above post on deputation basis, The application should be in prescribed Performa with up-to-date ACR/APAR dossiers for the last (05) Five years and (i) Vigilance Clearance (ii) Integrity Certificate (iii) Cadre Clearance and (iv) major/minor penalty statement for the last 10 years should be forwarded to this office **THROUGH PROPER CHANNEL**.

For Direct Recruitment :

Those who are applying for the above post on Direct Recruitment basis, The application should be in prescribed Performa as available with necessary supporting documents as evidence like proof of age, educational qualifications, experience, category, PwD, Ex.Serviceman certificate etc. to this office.

Applications should reach at the above mentioned address, within a period of 30 days from the date of publication of advertisement in the Employment News i.e. 23/12/2023 - 29/12/2023 and the last date of submission is **29/01/2024 (18:00 Hrs.)**.

2. IMPORTANT INSTRUCTIONS:

1. Only the candidates who possess the minimum essential qualifications are advised to apply.
2. Mere possession of the minimum essential qualifications does not entitle the candidates to be called for the test/ interview. Also, appearance of the candidate in the written test/ interview (whichever applicable) does not guarantee the employment offer. CCRT reserves the right to restrict the number of candidates to be called for the interview to a reasonable number, on the basis of qualifications and/ or experience higher than the minimum requirements prescribed in the advertisement.
3. Applications from candidates who are currently employed shall be considered only if they are forwarded through proper channel (Head of the Institution/ Organization) with a “**No Objection Certificate (NOC)**” from the present employer (if applicable), failing which the application (including the advance copy) is liable to be summarily rejected.
4. However, the candidate may send the Advance copy of application to this organization directly to avoid the delay in scrutiny process and the same will be treated as provisional. The candidate should ensure that either the application should be forwarded through his present employer or submission of NOC at the time of Interview otherwise the candidature will be summarily rejected.
5. The eligibility of the candidate (qualifications, experience, upper age limit and any other short-listing criteria) will be determined as on the last date of the submission of application.
6. Applications incomplete/not satisfying the minimum essential requirements/ without requisite information/ without proper enclosures/ filled with discrepancy/not forwarded through proper channel (if applicable)/ received after the last date will be rejected. No further correspondence will be entertained in this regard.
7. Applications received through email and after due date or otherwise incomplete will not be considered and shall be rejected summarily.
8. The CCRT reserves the right to cancel the advertisement and recruitment process of post at any stage without any prior notice/ reason and assigning any reason. The decision of the CCRT shall be final and binding in this regard.
9. Shortlisted candidates will be called for exam / interview and **No TA/DA shall be provided** to the candidates for attending the Test/Interview.
10. A candidate who is found to have knowingly furnished any particulars which are false or to have suppressed any information, will be disqualified, and if appointed will be liable for dismissal without assigning any reason thereof.
11. Candidates who have been awarded Degrees by recognized Foreign Universities should enclose the “Equivalence Certificate” issued by the Association of Indian Universities, New Delhi, without which their candidature will not be considered.

12. CCRT shall verify the antecedents or documents submitted by the candidates at any time (at the time of test/ interview/ appointment or during the tenure of the service). If any document submitted by the candidates are detected to be fake or if the candidate has a clandestine antecedents/ background and has suppressed the said information, then his/ her service from the CCRT shall be terminated without serving any notice.
13. Requests for the change of the date and venue of Written test / Interview will not be entertained.
14. Canvassing in any form will lead to disqualification of the applicant.
15. Any addendum / corrigendum shall be uploaded on CCRT website only.

Dy. Director (Admin)
CCRT, New Delhi