

PUSHPA GUJRAL SCIENCE CITY
(A Joint Project of the Govt. of India and Punjab Govt.)
Jalandhar-Kapurthala Road, Kapurthala

Director General (Post – 1): 67000-79000+ 3% increment [L-15 (Rs.1,82,200-2,24,100) as per 7th CPC].

Age: Below 65 years as on the last date of receipt of applications.

Place of Posting: Place of Posting will be at PGSC Kapurthala

Qualifications: Master degree in Sciences or Engineering/Technology, however, due weightage will be given to the candidates with Ph.D qualification.

Pay Fixation: This will be as per GOI Rules.

Experience:

- 1) The candidates should have at least 20 years experience relevant to the objective of the Science City out of which at least five years in administrative and managerial experience at a senior level having financial and administrative control in a National / State Level organization / autonomous body under the Government.
- 2) The candidate should be either working or should have worked at the time of retirement in the pay scale of Rs.37,400-67,000 + GP Rs.10,000 or equivalent as per the last pay commission.

Desirable Experience:

- (i) design, development and fabrication of interactive exhibits, demonstrations and teaching aids for science education and popularisation of science;
- (ii) portrayal of the growth of science and technology and their applications in industry and human welfare with a view to develop scientific temper and to create, inculcate and sustain science awareness amongst the people;
- (iii) popularisation of science and technology in cities, urban and rural areas by organising exhibitions, seminars, lectures, science camps and various other programmes;
- (iv) supplementing science education by organising various out-of-school educational activities to foster a spirit of scientific enquiry and creativity amongst the students;
- (v) Conducting research in science and technology in areas pertaining to the activities of the Science City.

Job Description: The Director General shall be a distinguished Scientist/Technologist, or a leader in science museums. He/she will be responsible for the proper administration of the affairs and funds of the Society under the direction

and guidance of the Governing Body and its Chairman and he/she will be vested with such executive and administrative powers of the Society as may be necessary or incidental for the purpose, subject to Rules and Bye-laws.

The Director General, subject to the provisions of Rules and Bye-laws and decisions of the Governing Body and its Chairman, exercise authority and disciplinary control over the officers and staff of the Society, and prescribe their duties and functions. The Director General shall be the Chief Executive of the Society who shall look after, coordinate and administer the activities of the Society and shall ensure that policies devised by the Governing Body are communicated to and effectively implemented. He/She may delegate specific powers to the officer(s) of the Society with the approval of the Chairman.

The Director General shall also be the Secretary of the Society. He shall have the power to file and defend suits or other legal proceedings on behalf of the Society and shall have the power to compromise and settle by reference to arbitration under the Indian Arbitration Act or otherwise any dispute relating to the Society, subject to decision, confirmation and ratification of the Governing Body. A part of this power can be delegated to the Director/Administrative Officer/Manager Finance of Science City with approval from the Governing Body.

The post is contractual for a period of 5 years.

Deputation: The applications of the candidates willing to apply on deputation must be accompanied with Vigilance Clearance Certificate as well as attested copies of the ACRs for the last five years. An Officer who is appointed on deputation, will be governed by the rules and instructions issued by the concerned department and mutually agreed.

Applications on prescribed Performa, which can be downloaded from www.pgsciencecity.org, should reach the Administrative Officer, Pushpa Gujral Science City, Jalandhar-Kapurthala Road, Kapurthala - 144601 preferably by Registered / Speed Post, along with self-attested copies of testimonials. **The applicants, who have already applied for this post, need not to apply again.**

Application Fee: Bank draft of Rs.500/- (for SC/ST/OBC/PH(OH) Rs.250/-) in favour of Pushpa Gujral Science City, Kapurthala (Non-refundable)

Last Date for receipt of applications: _____

Address: The Administrative Officer,
Pushpa Gujral Science City,
Jalandhar-Kapurthala Road,
Kapurthala - 144601

Note:

- Self-attested copy of certificates of qualifying Degree and detailed mark sheet.
- Self-attested copy of Experience Certificate, if any.
- If self-attested copy of certificates not attached, no weightage will be given / considered and original certificates have to produce at the time of interview.
- If any document / certificate furnished in a language other than Punjabi or Hindi or English, a transcript of the same duly attested by a Gazetted Officer or Notary is to be submitted.
- In respect of equivalent Clause in essential Qualification, if candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order / letter in this regard indicating the Authority (with number and date) under which it has been so treated otherwise application is liable to be rejected.
- PGSC reserves the right to accept or reject any application and to annul the process at any time, without any liability and assigning any reason thereof.
- Applications should preferably be sent by registered post as Courier service providers do not deliver letters/documents at Pushpa Gujral Science City, Kapurthala.
- Incomplete applications without testimonials / photograph / application fee etc. or those received after the due date will summarily rejected. PGSC will not take any responsibility for any postal delay, whatsoever.