

Government of India
Ministry of Tourism

Transport Bhawan,
Sansad Marg
New Delhi-110011

F.No. 4(10)/11-DO

Dated: 13/07/2015

- 1) Applications are invited for the following positions, on contract basis in the Programme Monitoring Unit (Swachh Bharat Abhiyan) (PMUSBA) of the Ministry of Tourism, on payment of consolidated remuneration indicated against each position depending on qualification and capability:
 - (i) One Director/Dy. Secretary level officer (retired Central Government Officer) on a consolidated remuneration of Rs. 40000/- to Rs. 45000/- per month;
 - (ii) One Assistant Project Manager on a consolidated remuneration of Rs. 30000/- to Rs.35000/- per month;
 - (iii) One Assistant on a consolidated remuneration of Rs.25000/- per month;
2. These posts are temporary but likely to continue further. Candidates selected will be engaged initially on contract basis till the end of 2015-16 or for the period of the PMUSBA, whichever happens to be the shorter. The engagement can be terminated by the Ministry of Tourism of any time without any reason whatsoever.
3. Continuance of a persons engaged beyond the period of initial engagement will depend on the continuance of the PMU itself and on his / her satisfactory performance.
4. The persons engaged shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, Medical Reimbursement etc. No TA/DA shall be admissible for attending the interview or for joining the assignment. He / She will, however, be allowed TA/DA as per rules for official tours within the country.
5. Qualifications / Eligibility:
 - (a) Director/Deputy Secretary

(i)	Eligibility	A retired Central Government servant not exceeding 65 years in age who has held the position with a Grade Pay of Rs.7600/- or Rs.8700/- at the time of retirement.
(ii)	Educational qualification	At least a graduate
(iii)	Experience	Experience of handling Government projects related to Service of Social Sectors including health, education, tourism and culture. Knowledge of computer operations including MS Word, MS Power Point and ability to operate with social media sites.

(b) Assistant Project Manager:

(i)	Age	30 to 45 years
(ii)	Educational qualification	At least a graduate
(iii)	Experience	05 years experience of handling Government projects related to Service or Social Sectors including health, education, tourism and culture, Knowledge of computer operations including MS Word, Ms Power Point and ability to operate with social media sites.

(C) Assistant:

(i)	Age	21 to 35 years
(ii)	Educational qualification	At least a Graduate
(iii)	Experience	3 years experience and knowledge of computer operations, including MS Word, MS Power Point and MS Excel. A minimum typing speed of 25 words per minute

6. Duties and functions of PMUSBA:

- i) To serve as the Secretariat for the Swachh Bharat Abhiyan/Campaign Clean India;
- ii) To maintain Swachh Bharat Abhiyan/CCI Website;
- iii) Assistance in formulation of strategies related to Swachh Bharat Abhiyan/Campaign Clean India;
- iv) Inspection of Projects being implemented;
- v) Monitoring of projects taken up in partnership with the MOT;
- vi) Collection, compilation, analysis and publication of statistical data specific to the Campaign in terms of an annual report and other reports that may be required or called for;
- vii) Interaction with the other Ministries, States /UTs and the stakeholders through appropriate means including meetings, conferences and workshops to take the initiative forward through State agencies; and
- viii) Any other work, whether connected directly or indirectly with the Abhiyan/Campaign, which may be assigned.

7. The last date for the receipt of applications is **21.08.2015** and shall be posted/ e-mailed (scanned application) to the following in the format prescribed.

Smt. Mini Prasannakumar, Joint. Director (MR), Ministry of Tourism, Room No.22, C-1
Hutments, Dalhousie Road, New Delhi-110001, (miniprasanna.k@nic.in)

APPLICATION FORMAT

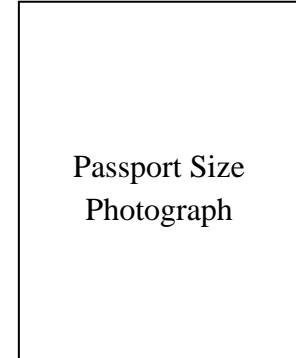
(Strike off whichever is not applicable)

APPLICATION FOR ENGAGEMENT AS ASSISTANT

1. Name: _____
2. Father's/Mother's Name: _____
3. Date of Birth: _____
4. Domicile: _____
5. Nationality: _____
6. Mailing Address: _____

- i) Tel./Mob. No. _____
- ii) E-mail address: _____
7. Permanent address: _____

8. Educational Qualification: _____



S.No.	Course	Subject	University/Institute	Year of Passing	Division/Class

9. Work Experience:

S.No.	Organization/ Institute	Designation	Period		Projects handled	Nature of Work	Typing speed/minute	Remark
			From	To				

10. Whether any penalty (major/minor) imposed during the career. If yes please give details:

11. Address including telephone number of the last employer

Signature of the applicant

APPLICATION FORMAT

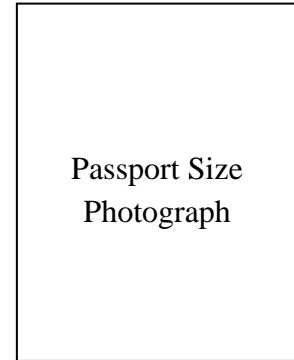
(Strike off whichever is not applicable)

APPLICATION FOR ENGAGEMENT AS DIRECTOR / ASSISTANT PROJECT
MANAGER

1. Name: _____
2. Father's/Mother's Name: _____
3. Date of Birth: _____
4. Domicile: _____
5. Nationality: _____
6. Mailing Address: _____

- i) Tel./Mob. No. _____
- ii) E-mail address: _____
7. Permanent Address: _____

8. Educational Qualification: _____



S.No.	Course	Subject	University/Institute	Year of Passing	Division/Class

9. Work Experience:

S.No.	Organization/ Institute	Designation	Period		Govt. projects/Schemes/ Initiative handled (Given details)	Nature of Work	Remark
			From	To			

10. Whether any penalty (major/minor) imposed during the career. If yes please give details:

11. Address including telephone number of the last employer

Signature of the applicant
