



SOUTH CENTRAL ZONE CULTURAL CENTRE, NAGPUR.
(MINISTRY OF CULTURE, GOVERNMENT OF INDIA)
56/1, CIVIL LINES, NAGPUR-440 001.

No.SCZCC/Admn/ 1566 /2022-23

Date: 11/07/2022

VACANCY CIRCULAR

Application are invited from the eligible candidates through their departments duly approved by competent authority for filling up the post of Dy. Director (Admin & Accounts) on priority basis. South Central Zone Cultural Centre, Nagpur is one of the Seven Zonal Cultural Centers set up by Ministry of Culture, Govt. of India to promote art and culture in the area of operations assigned to this Centre. The format of application and other details are available on the Centers website www.sczcc.gov.in. The eligibility criteria and other details are given below: -

01	A	Name of the Post	Dy. Director (Admin & Accounts)
	B	Number of Post	One (01)
	C	Scale of Pay	Scale of Pay 15600-39100 + GP-6500/- as per VIth Pay Commission & corresponding scale of Level 11 (67700-208700) pay level as per VIIth Pay Commission.
	D	Classification	Group "A"
	E	Age	Not more than 56 Years
	F	Tenure of appointment	Initially for one year which may be extended up to maximum 3 (Three) years in case of outstanding performance.
	G	Place of duty	SCZCC, Nagpur.
	H	Duties and Responsibility	Overall Incharge Accounts / Administration / Programme.
	I	Eligibility Criteria	(i) The incumbent should be graduate of any discipline and must be below 56 years age. (ii) He / She should have experience in administration and knowledge about handling Departmental Promotion Committee/Promotions / Pay Fixation/Disciplinary matters / Pay and Allowances / Central Government Rules. (iii) Officers desirous should have 5 years regular service in 15600-39100 + GP-5400 for the post of Dy. Director. (iv) Officer's carrier should be clear from vigilance angle. (v) Officer selected will be placed in Nagpur and may required to travel tour on as required basis. (vi) Knowledge and Fluency in Hindi, English is must. (vii) The term & condition of deputation as stipulated in DOPT OM dtd.17-06-2010 are applicable.
	J	Last date of receipt of application at SCZCC, Nagpur.	25 days from the date of publication of advertisement

Director, SCZCC, Nagpur.