

**Government of Bihar**  
**Department of Art, culture & Youth**

**Bihar Museum Society, Patna**

An Autonomous Organization under the Department of Art, Culture & Youth, Govt. of Bihar

(Registered under Societies Registration Act, 21, 1860)

**Advertisement for appointment**

Bihar Museum Society, Patna, an autonomous organization under the Department of Art, Culture and Youth, Government of Bihar, invites applications for appointment on the different posts in Bihar Museum, Patna. The list of Post and details pertaining to them, as-number of posts, scale of pay, reservation category, are as follows –

**LIST & DETAILS OF POSTS**

S.L No.	Name of Post	Number of posts	Scale of pay	Category of post		
				General (unreserved)	EBC (Extremely Backward Caste)	SC (Schedule Caste)
1	2	3	4	5	6	7
1.	Additional Director (Antiquity/Collection; Research & Publication )	02	<u>15600-39100</u> 7600	01	01	----
2.	Deputy Director (Research)	01	<u>15600-39100</u> , 6600	01	—	—
3.	Deputy Director (Marketing & Public Relation)	01	<u>15600-39100</u> 6600	01	—	—
4.	Manager (IT)	01	<u>15600-39100</u> 6600	01	—	—
5.	Manager (Exhibition & Production)	01	<u>9300-34800</u> 5400	01	—	—
6.	<u>Curator</u> (i. Archaeology, ii. History)	02	<u>9300-34800</u> 5400	01	01	-
7.	Manager (Human Resource)	01	<u>9300-34800</u> 4800	01	—	—
8.	<u>Manager (Facility)</u>	01	<u>9300-34800</u> 4800	01	—	—
9.	Senior Chemist	01	<u>9300-34800</u> <u>5400</u>	01	—	—
10.	<u>Accountants Officer</u>	01	<u>9300-34800</u> , 5400	01	—	—
11.	<u>Chief of Security</u>	01	<u>9300-34800</u> , 4800	01	—	—
12.	<u>Accountant</u>	01	<u>9300-34800</u> , 4200	01	—	—

13.	PA to Director/Additional director (Administration)/ Additional director (Antiquity)/ Additional director (Research & Publication)	03	<u>9300-34800.</u> <u>4200</u>	02	01	—
14.	Librarian	01	<u>9300-34800</u> <u>4200</u>	01	—	—
15.	<u>Coordinator</u> <u>(Children &amp; Family Programme)</u>	01	<u>9300-34800.</u> <u>4200.</u>	01	—	—
16.	<u>Coordinator</u> <u>(Visitor Services)</u>	01	<u>5200-20200.</u> <u>2400.</u>	01	—	—

**Qualification, Experience, Condition, How to apply and other details along with the Application Format please visit at**

**Applications in the prescribed format strictly along with self-attested copies of all certificates and testimonials must reach on following address on or before 31<sup>st</sup> October, 2014.**

**Director,**

Bihar Museum, Patna  
Department of Art, Culture & Youth,  
3<sup>rd</sup> Floor, Vikas Bhawan,  
Patna– 800015.  
Ph.0612–2211619 / Fax-0612-2230173.  
E-mail: {HYPERLINK "mailto:secart-bih@nic.in"  
\h}{HYPERLINK \h}

(Subodh Kumar Choudhary)  
Joint Secretary to the Government

**Government of Bihar**  
**Department of Art, culture & Youth**

Memo no. – 4–सं. / वि.2–35 / 2013 (खण्ड–I)–580

Dated – **25.09.2014**

Copy to – The Director, Information & Public relation Department, Bihar with 08 (eight) additional copies of the advertisement and CD for publication in National Dailies.

**Enclosure to upload on website- One copy.**

(Subodh Kumar Choudhary)  
Joint Secretary to the Government

PostAppliedfor.....		Recent passport size photograph of the candidate
<p align="center"><b>BIHAR MUSEUMSOCIETY,PATNA</b>  <b>DepartmentofArt, Culture&amp;Youth, Government of Bihar,</b>  <b>Vikas Bhawan, Patna– 800015</b>  <u>AnAutonomousOrganizationundertheDepartmentofArt,Culture&amp;Youth,Government ofBihar</u>  (RegisteredunderSocietiesRegistrationAct,21,1860)</p> <p align="center">Formof applicationfortheuseofcandidates forappointmentbySelection  (Tobefilledinbythecandidateandsent itto theaddressgivenbelow)</p>		
1	Nameinfull (inBLOCKLETTERS) :	
2	Address(withcontactTelephoneNo. andE-mailId, ifany) a) Present– b) Permanent-	
3	Postappliedfor–	
4	Date and place of birth: (i)Date: (ii)Place: (iii)Age(as on the date of advertisement):	
5	Are you (a)a citizen of India: YES/NO (b)by birth and/or by domicile: OR (c)a person having migrated from Pakistan or Bangladesh or other countries with the IntentionofPermanentlysettlingin India ora citizenofNepal? YES/NO	
6	Nameofthe domicileState:	
7	Father's Name Address* Occupation*	
8	Is(or was)your father a) Citizen of India: YES/NO b)by birth and/or by domicile: OR **c) A person having migrated from Pakistan or Bangladesh or other countries with the intention of permanently settling in India or a citizen of Nepal? YES/NO ** if notapplicable, stateNA	
9	Are youamemberofScheduledCasteorTribe:YES/NO ScheduledCaste/Tribe(name):	
10	ReservationCategory (as per Bihar Govt. Reservation Rule ):	
11	PassportNo., if any:	
12	PANNo., if any:	

**Note:- Any change of address given in column-2 at once should be communicated. Candidates must arrange for there-direction of communications to their new address.**

13	Particulars of all Examinations passed and degrees and technical qualifications obtained at the University or other places of higher technical education.					
	<b>Examination/ Degree/Diploma</b>	<b>Name of Board/ University</b>	<b>Percentage of Marks obtained</b>	<b>Class or Division obtained</b>	<b>Major subjects taken</b>	<b>Year of Passing</b>
14	Any additional qualifications: a. Particulars of desirable qualification: b. Other higher degree etc.: c. Membership of learned Societies: (information may be provided in separate sheets)					
15	a. Particulars of essential experience: b. Particulars of desirable experience: (information may be provided on separate sheets)					
16	Any other information regarding your qualification/experience, which could be beneficial to the post applied for: (information may be provided on separate sheets)					
17	Have you been outside India? If so, give following particulars:					
	<b>Country visited</b>	<b>Date of visit</b>	<b>Duration of visit</b>	<b>Purpose of visit</b>		
18	If you are/were a full- time researcher or you have research experience, give the following particulars: (Please attach testimonials & separate sheet, if required)					
	<b>Name of the institution</b>	<b>Date of Joining</b>	<b>Date of Leaving</b>	<b>Area of research</b>	<b>Stipend/ Scholarship</b>	<b>No. of papers published</b>
19	Details of Publications, if any :					
	Name of Journal/Book		Title of the Paper	Editor	Year/place/affiliated society for published journal.	
20	Languages known					
	<b>Language</b>	<b>Read only</b>	<b>Speak only</b>	<b>Read &amp; Speak</b>	<b>Read, Write &amp; Speak</b>	<b>Examination Passed, if any</b>
	1. Hindi					
	2. English					
	3.					
	4.					
21.	Details of previous employment. Give particulars below along with testimonials.					
	<b>Name of Organization</b>	<b>Date of Joining</b>	<b>Date of leaving</b>	<b>Designation &amp; Nature of work</b>	<b>Salary &amp; Grade</b>	

22	Are you employed in a Govt. /autonomous organization at present? (Answer‘Yes’or‘No’. If ‘Yes’, state whether your appointment is temporary or permanent	
23	Are you willing to accept the minimum initial pay offered? If not, state what is the lowest initial pay that you would accept in the prescribed scale?	
24	If selected, how much time would you require to join (put tick mark)	Immediate/one month/ two months/six months

Candidate already employed should get the following endorsement signed by his/ her present employer/ head of the office.

**ENDORSEMENT BY THE HEAD OF DEPARTMENT OR OFFICE**

No.-----Date-----

The application of (Name of applicant:.....,designation:.....)is hereby forwarded and endorsed for appointment on the post applied.

Full signature.....Designation.....

Name&address of office with seal

.....

.....

.....

Place:

Date:

**Signature of applicant**

**Bihar Museum Society, Patna**  
An Autonomous Organization under the Department of Art, Culture & Youth, Govt. of Bihar

(Registered under Societies Registration Act, 21, 1860)

**Details of posts along with Pay-scale, category, qualification, experience and conditions for application**

Bihar Museum, Patna, an autonomous organization under the Department of Art, Culture and Youth, Government of Bihar, invites applications for the following posts:

**1. Additional Director (Antiquity/Collection; Research & Publication)**

02 post (01 unreserved & 01 reserved for Extremely Backward Caste)

**Scale of pay-** 15600–39100 (Grade-pay 7600)

**Age: Maximum 50 years (relaxation as per Govt. Rules)**

**Essential qualifications:-**

M.A. in Ancient Indian History/ Archaeology/ Culture or Ancient Indian & Asian Studies or M.A. in Museology.

**Essential experience:-**

- i. 5 years' experience as Curator/ Deputy Director in a museum of repute.
- ii. 3 Years' Experience in managing staff with a wide variety of skills and responsibilities, like collection managers, conservators, technicians, photographers, and preparators.
- iii. Research Experience, supported with 5 (five) Research Papers in reputed Journal or 1 (one) book on History/ Archaeology/ Museology/ Art/ Iconography/ other related subject.
- iv. Proficient in Hindi and English, supported by Hindi and English as subjects up to class 12<sup>th</sup> / Inter.

**Desirable Qualification:-**

- i. Ph.D. in Art/ Archaeology/ History/ or other related subject.
- ii. Diploma in Museology / in service training on museum related issues.

**Desirable Experience:-**

2 (two) years experience in Digitization/Digital Documentation of Museum Collection

**2. Deputy Director (Research)**

01 post-unreserved

**Scale of pay:-** 15600-39100, Grade Pay-6600

**Age:-** 50 years (relaxation as per Govt. rules)

**Essential Qualification:-**

- i. Post Graduate Degree in History/Ancient Indian History, Culture & Archaeology/Ancient Indian & Asian Studies.
- ii. Ph.D. on concerned topic and subject.

**Essential Experience:-**

- i. 8 years working experience in a museum of repute

or

5 years working experience as **Curator** in a museum of repute.

- ii. Research Experience, supported with publication of Book on History/Archaeology/Art or at least 5 (five) published Research Papers in National/International Journal of repute.

**Desirable Qualification:-**

- i. Computer skills supported with Degree/Diploma/Certificate.
- ii. Degree/Diploma/Certificate in museum related subjects.

**Desirable Experience:-**

5 years working experience in a Museum/Institute/Organization having collection of more than 5000 antiquities/art objects/objects of antiquarian value.

**3. Deputy Director (Marketing & Public Relation)**

01 post-unreserved

**Scale of pay:- 15600-39100, Grade Pay-6600**

**Age:- 50 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

Master Degree in Management (Marketing) or equivalent / Master Degree in Public Relation from Institute of repute/.

**Essential Experience:-**

5 (five) years working experience in the field of Marketing/Public Relation in Government / PSU/ reputed Private Sector Company.

**Desirable Qualification:-**

Computer skills supported with Degree/Diploma/Certificate.

**Desirable Experience:-**

3 (three) years working experience of similar nature in Museum / similar institution/private sector company or NGO working in Heritage Sector.

**4. Manager (IT)**

01 post-unreserved

**Scale of pay:- 15600-39100, Grade Pay-6600**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

B.Tech. (CS/IT) from Institution of repute (recognized by AICTE).

**Essential Experience:-**

5 (five) years working experience as IT Manager or similar other field in Government / PSU or Private Sector Company of repute.

**Desirable Qualification:-**

Global Certification in Data Base Management System.

**Desirable Experience:-**

3 years working experience in Collection Management of a Museum/ Institute/ Organization having collection of more than 2500 antiquities / art objects/ objects of antiquarian value.

**5. Manager (Exhibition & Production)**

01 post-unreserved

**Scale of pay:- 9300-34800, Grade Pay-5400**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

Master Degree in Management (Production/Event) from Institution of repute (recognized by AICTE) / PGDM in Hospitality from Institution of repute.

**Essential Experience:-**

4 (four) years working experience in same capacity in Government / PSU or Private Sector Company of repute.

**Desirable Qualification:-**

Degree/Diploma/Certificate in Computer Application.

**Desirable Experience:-**

Working experience in Museum/ similar other Institution/Organization working in Heritage Sector.

**6. Curator (i. Archaeology, ii. History)**

02 post (01 unreserved & 01 reserved for Extremely Backward Caste)

**Scale of pay:- 9300-34800, Grade Pay-5400**

**Age:- 40 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

- i. M.A. in Ancient Indian History, Culture & Archaeology/Ancient Indian & Asian Studies/History with Ancient Indian History as Special Paper/Archaeology.
- ii. Strong Computer skills with proficiency in MS Office, supported with Degree/ Diploma/ Certificate.

**Essential Experience:-**

3 (three) years working experience in a museum of repute (having collection of at least 5000 Antiquities/Art Objects)

**Desirable Qualification:-**

- i. Ph.D. on concerned topic and subject.
- ii. Proficient in Hindi & English, supported by Hindi and English as subjects in class 12th/Graduation.

**Desirable Experience:-**

- i. Research & Publication (supported with Xerox copy of the cover / List of Contributors in case of Journal with ISSN no.
- ii. Experience in Collection Management / Digital Documentation of Antiquities, Art Objects.



7. **Manager (Human Resource)**

01post-unreserved

**Scale of pay:- 9300-34800, Grade Pay-4800**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

Master Degree in Management (Human Resource) from Institution of repute (recognized by AICTE) / PGDM in Human Resource from Institution of repute/Master Degree in Public Administration from recognized University.

**Essential Experience:-**

3 (three) years working experience in same capacity in Government / PSU or Private Sector Company of repute.

**Desirable Qualification:-**

Degree/Diploma/Certificate in Computer Application .

**Desirable Experience:-**

Working experience in Museum/similar other Institution/Organization working in Heritage Sector.

8. **Manager (Facility)**

01post-unreserved

**Scale of pay:- 9300-34800, Grade Pay-4800**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

Master Degree in Management (Hospitality) from Institution of repute (recognized by AICTE) / PGDM in Hospitality from Institution of repute.

**Essential Experience:-**

3 (three) years working experience in same capacity in Government / PSU or Private Sector Company of repute.

**Desirable Qualification:-**

Degree/Diploma/Certificate in Computer Application.

**Desirable Experience:-**

Working experience in Museum/ similar other Institution/Organization working in Heritage Sector.

9. **Senior Chemist**

01post-unreserved

**Scale of pay:-9300-34800, Grade Pay-5400**

**Age:-40 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

Master Degree in Conservation from Institution of repute / Post-Graduation with Chemistry as one of the subjects, along with Diploma or Certificate in Conservation of Art Objects from NRLC

or Institution of similar repute /Degree in Conservation of Antiquities, Art Objects or Objects of antiquarian value from National Museum Institute or Institution of similar repute and duly recognized by the State or the Central Government.

**Essential Experience:-**

5 (five) years working experience as Conservator in a museum of repute/ with Archeological Survey of India/ Firms or NGOs, dealing in conservation of Art objects or Antiquities of different nature or working as Conservator in Heritage Sector.

**Desirable Qualification:-**

Computer skills supported with Degree/Diploma/Certificate.

**Desirable Experience:-**

3 years working experience in Collection Management of a Museum/ Institute/ Organization having collection of different nature of antiquarian value.

**10. Accountants Officer**

01post-unreserved

**Scale of pay:- 9300-34800, Grade Pay-5400**

**Age:- 40 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

- i. B.Com/B.A. (Economics)
- ii. Strong Computer skills with proficiency in MS Office, along with 'Tally' or other Account Operation related software, supported with Degree/ Diploma/ Certificate.

**Essential Experience:-**

7 years working experience in a firm/organization of repute in similar capacity.

**Desirable Qualification:-**

- i. Knowledge of Office Automation, supported with Diploma/Certificate.
- ii. Proficient in Hindi & English, supported by Hindi and English as subjects in class 12th/Graduation.

**Note:-** Retired Govt. Personals may also apply. Their appointment will be on contractual basis as per Govt. Rules, which will continue up to the age of 65. In this case last pay drawn minus pension would be admissible.

**11. Chief of Security**

01post-unreserved

**Scale of pay:- 9300-34800, Grade Pay-4800**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

- i. Graduation from recognized University.
- ii. Physical standard and parameters as laid down by Government for selection of 'Police sub-inspector' (height-165 cms& chest-81 cms for male; height-155 cmsfor female; vision-6/6 with or without glasses)

**Essential Experience:-**

5 (Five) years working experience in same capacity in Govt./ Semi-Govt./ PSU or Private Sector Company of repute.

**Desirable Qualification:-**

- Certificate from NCC
- Fluency in English speaking and writing.

**Desirable Experience:-**

Working experience as Officer in Army / CISF; or as Security Officer in Museum/ similar other Institution/Organization working in Heritage Sector.

**NOTE** -Scale of Pay may be negotiable for Retired Army / CISF / other similar Government Organization Personnel. In this case last pay drawn minus pension would be admissible.

**12. Accountant**

01 post-unreserved

**Scale of pay:- 9300-34800, Grade Pay-4200**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

- B.Com/B.A. (Economics)/B.Sc.(Statistics)
- Strong Computer skills with proficiency in MS Office, Tally or other Account Operation related software, supported with Degree/Diploma/Certificate.

**Essential Experience:-**

3 years working experience in a firm/organization of repute in similar capacity.

**Desirable Qualification:-**

- Knowledge of Office Automation, supported with Diploma/Certificate.
- Proficient in Hindi & English, supported by Hindi and English as subjects in class 12th/Graduation.

**13. PA to Director/Additional director (Administration)/Additional director (Antiquity)/Additional director (Research & Publication)**

03 posts (02- General, 01- Extremely Backward Caste)

**Scale of pay:- 9300-34800, Grade Pay-4200**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

- Graduate, preferably in History/Ancient Indian History, Culture & Archaeology/Ancient Indian & Asian Studies.
- Knowledge of 'Short Hand' writing.
- Strong Computer skills, supported with Degree/Diploma/Certificate.

**Essential Experience:-**

3 years working experience in a firm/organization of repute in similar capacity.

**Desirable Qualification:-**

- i. Knowledge of Office Automation and Secretarial Practice, supported with Diploma/ Certificate.
- ii. Proficient in Hindi & English, supported by Hindi and English as subjects in class 12th/Graduation.

**14. Librarian**

01post-unreserved

**Scale of pay:- 9300-34800, Grade Pay-4200**

**Age:- 37 years (relaxation as per Govt. rules) Essential Qualification:-**

- i. M.A. in Ancient Indian History, Culture & Archaeology/Ancient Indian & Asian Studies/History with Ancient Indian History as Special Paper/Archaeology.
- ii. Degree in Library Science from recognized University.
- iii. Strong Computer skills with proficiency in MS Office, supported with Degree/ Diploma/ Certificate.

**Essential Experience:-**

3 (three) years working experience in a Library of repute (having collection of at least 15000 books/manuscripts)

**Desirable Qualification:-**

Proficient in Hindi & English, supported by Hindi and English as subjects in class 12th/Graduation.

**Desirable Experience:-**

Working experience in a museum of repute in capacity of Asst. Librarian / working with Library Management related software / certificate in Library Management related software.

**15. Coordinator (Children & Family Programme)**

01post-unreserved

**Scale of pay:- 9300-34800, Grade Pay-4200.**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

Post Graduate Degree in Public Relation.

**Essential Experience:-**

2 (two) years working experience of similar nature.

**Desirable Qualification:-**

Computer skills supported with Degree/Diploma/Certificate.

**Desirable Experience:-**

Working experience Museum/NGO/Organization having collection of antiquities/art objects/objects of antiquarian value and open to public.

**16. Coordinator (Visitor Services)**

01post-unreserved

**Scale of pay:- 5200-20200, Grade Pay-2400.**

**Age:- 37 years (relaxation as per Govt. rules)**

**Essential Qualification:-**

Graduate Degree in Public Relation.

**Essential Experience:-**

6 (six) months working experience of similar nature.

**Desirable Qualification:-**

Computer skills supported with Degree/Diploma/Certificate.

**Desirable Experience:-**

Working experience Museum/NGO/Organization having collection of antiquities/art objects/objects of antiquarian value and open to public.

**Note:** Qualifications, age and other criteria may be relaxed by the Bihar Museum Society on the recommendations of the Selection Committee in the case of candidates otherwise well qualified applicant.

**Conditions for Application:-**

- a. Application should strictly be in the prescribed format with self-attested copies of necessary mark-sheets, certificates, testimonials to establish your qualification and experience. Incomplete applications or applications not accompanied with necessary documents shall be summarily rejected.
- b. Candidates working in Government/Semi Government organization should send their applications through proper channel along with recommendation by the employer/head of the office. Candidates working in Government/Semi Government organizations may send the Advance Copy of the Application.
- c. Incomplete applications or applications not accompanied with necessary documents shall be summarily rejected.
- d. Canvassing in any form and /or bringing in any influence, political or otherwise, will be treated as disqualification for the post. Interim enquiries will not be entertained.
- e. Mere possession of requisite qualifications and experience shall not entitle the candidates to be called for the test and interview. Decision of the Department of Art, Culture and Youth / Bihar Museum Society in this regard shall be final.
- f. The Service Condition for Retired (from Government / Semi Government service) appointees would be as per Bihar Government Rules.
- g. Applications along with self-attested copies of all certificates and testimonials must reach on the address given below on or before **31<sup>st</sup> October, 2014**. The onus for delay due to postal transit would lie on the candidate, not on the Department / Society.

**Director,**

Bihar Museum, Patna  
Department of Art, Culture & Youth,  
Vikas Bhawan,  
Patna- 800015.  
Ph. 0612-2211619/Fax-0612-2230173.  
E-mail: {HYPERLINK "mailto:secart-bih@nic.in"  
\h}{HYPERLINK \h}

*For details and application format please visit at <http://yac.bih.nic.in>{HYPERLINK  
\h}<http://prdbihar.gov>.{HYPERLINK \h}*

