

**No. 4/1/2023 EO(MM-II)**  
**Government of India**  
**Ministry of Personnel, P.G. and Pension**  
**Department of Personnel and Training**  
**(Office of the Establishment Officer)**  
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**North Block, New Delhi**  
**Dated, the 29<sup>th</sup> September, 2023**

**To**

1. **The Chief Secretaries,  
All State Governments.**
2. **The Secretaries,  
All Ministries/Departments of Government of India.**

**Subject: Filling up of the post of Director, Kalakshetra Foundation, Chennai (a Level 13A post) under the M/o Culture on deputation basis.**

**Sir/Madam,**

This is regarding filling up of the post of Director, Kalakshetra Foundation, Chennai (a Level 13A post) under the M/o Culture on deputation basis. This is a Non-CSS post. The applications for this post were invited vide DOPT's Vacancy Circular of even no. dated 04/09/2023 (Copy enclosed).

2. It has been decided to extend the last date for submission of applications till **16/10/2023**.
3. This may be brought to the notice of all concerned and the application(s) of eligible candidate(s) may please be forwarded to this Department, accordingly.

**Enclosures: As above.**

**Yours faithfully,**

  
**(Pooja Jain)**

**Deputy Secretary to the Government of India**  
**Email- dir.mm@nic.in**

**Copy to:**

1. Ministry of Culture [Ms Uma Nanduri, Joint Secretary], Shastri Bhawan, New Delhi w.r.t D.O. letter No Akd-21/19/2022-Akad. Dated 22.08.2023.
2. PA to DS(MM) for uploading through bulk e-mail system.

**No. 4/1/2023 EO(MM-II)**  
**Government of India**  
**Ministry of Personnel, P.G. and Pension**  
**Department of Personnel and Training**  
**(Office of the Establishment Officer)**  
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**North Block, New Delhi**  
**Dated, the 04<sup>th</sup> September, 2023**

To

1. **The Chief Secretaries,  
All State Governments.**
2. **The Secretaries,  
All Ministries/Departments of Government of India.**

**Subject:** **Filling up of the post of Director, Kalakshetra Foundation, Chennai (a Level 13A post) under the M/o Culture.**

**Sir/Madam,**

It is proposed to fill up the post of Director, Kalakshetra Foundation, Chennai (a Level 13A post) under the M/o Culture on deputation basis. The post is a Non-Central Staffing Scheme post to be filled up through the Civil Services Board (CSB) procedure. The period of deputation is 3 years. The officer shall not be more than 56 years as on 01/09/2023.

2. The eligibility criteria (mandatory/desirable qualifications) for the post of Director, Kalakshetra Foundation, Chennai (a Level 13 A post) under the M/o Culture is as under:

**(A) Mandatory Qualifications:**

**(a) Officers of the Central/State Governments, Union Territories, Autonomous Bodies, Statutory Organizations or recognized research institutions:**

- (i) holding analogous post on regular basis; or
- (ii) two years regular service in the scale of pay of Rs. 37400-67000 plus Grade pay of Rs. 8700 (Level-13 of pay matrix of 7<sup>th</sup> CPC); or
- (iii) eight years combined regular service in the scale of pay of Rs. 37400-67000 plus Grade Pay of Rs. 8700 (Level-13 of pay matrix of 7<sup>th</sup> CPC) and Rs. 15600-39100 plus Grade pay of Rs. 7600/- (Level 12 of pay matrix of 7<sup>th</sup> CPC).

**(b) Knowledge of any South Indian Language namely Telugu, Tamil, Kannada or Malayalam would be a mandatory requirement for this post.**

**(B) Desirable Qualification:**

**Applicants may possess the ability for Art (Performative and Fine arts) appreciation.**

3. The post may be circulated amongst the eligible officers and the names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments, may be forwarded to the Department along with **Cadre clearance, Vigilance clearance, detailed bio-data in the enclosed proforma and APAR Dossiers/APAR gradings of last five years.** For officers working in the cadre, it may also be ensured that the 'Cooling off' after a previous stint on deputation, if any, is completed and the officer is eligible to be appointed on Central Deputation as per instructions.

**Contd.....**

4 It may be noted that no 'Mandatory Posting Certificate' for allotment/retention of Government accommodation would be issued by this office to the officer appointed to the above post.

5. It is requested that the application(s) of the eligible officer(s) may please be forwarded so as to reach this Department by 30<sup>th</sup> September, 2023.

Yours faithfully,

  
(Pooja Jain) 04.09.23

Deputy Secretary to the Government of India  
Email- dir.mm@nic.in

Copy to:

1. Ministry of Culture [Ms Uma Nanduri, Joint Secretary], Shastri Bhawan, New Delhi w.r.t D.O. letter No Akd-21/19/2022-Akad. Dated 22.08.2023.
2. PA to DS(MM) for uploading through bulk e-mail system.

**Bio-Data**

1.	Name	:			
2.	Date of Birth	:			
3.	Service	:			
4.	Batch	:			
5.	Contact Telephone No. (O) (R) (M)	:			
6.	Domicile	:			
7.	Educational Qualifications	:			
8.	Date of joining service	:			
9.	Knowledge of South Indian Languages (as mentioned in the Vacancy Circular)	:			
10.	Whether possess the desirable experience of ability for Art (Performative and Fine arts) appreciation	:			
11.	Present designation and pay scale	:			
12.	Period of continuous appointment on the present post	:			
13.	Date of grant of Level 13 or Grade Pay of 8700/- (if applicable)	:			
14.	Date of superannuation	:			
15.	Complete Experience/Posting Profile	:			
S.No	Period	Post held/Organization	Cadre post/Deputation post	Place of Posting	Brief Description
16.	Whether clear from Vigilance Angle	:	Yes/No		
17.	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation	:			
18.	Whether the officer is debarred from deputation under the Central Staffing Scheme.	:			

19. Certified that the above particulars are correct and complete.

Signature of the applicant

Date: \_\_\_\_\_

Signature

Name/Designation & Rubber Stamp  
of officer certifying the above Particulars

**Note:**

1. Columns 1-15 to be filled in by applicant.
2. Columns 16-19 to be filled in by Ministry/Department concerned