

INDIAN MUSUEM, KOLKATA
Ministry of Culture, Government of India
27, Jawaharlal Nehru Road, Kolkata – 700016

Advertisement No. 01/2026

Date – 01.02.2026

Indian Museum Kolkata, an autonomous body under the Ministry of Culture, Govt. of India invites application from officialsretired from at least Pay Level – 8 (Rs. 47,600 – 1,51,100/-) of Central Government / Autonomous Body under Central Government for following positions with below mentioned terms and conditions.

Sl. No.	Name of Positions	No. of Required Position
i.	Consultant (Administration)	1 (one)
ii.	Consultant (Establishment)	1 (one)
iii.	Consultant (Finance & Accounts)	1 (one)

The aspiring applicants satisfying the eligibility criteria in all respects can submit their complete applicationin the prescribed format by email to: imkrecruitment1814@gmail.com within15.02.2026 or can send hard copy of complete application in the prescribed format duly signed and name of the position superscribed on the envelope by post which should reach to “The Director, Indian Museum Kolkata, 27 Jawaharlal Nehru Road, Kolkata – 700016” on or before 16.02.2026 (up to 5:00 pm). Separate application in separate envelope to be submitted in case candidate desires to apply for multiple positions. Application sent through email after 15.02.2026 or hard copy received at Director’s Office of Indian Museum after 5:00 pm of 16.02.2026 will not be accepted.

Terms and Conditions:

1. Eligibility:

Sl.No.	Name of Position	Eligibility Criteria
i.	Consultant (Administration)	Officials retired from Level - 8 (as per 7 th CPC) or above from Central Government Service / Central Autonomous bodies and having experience in General Administration, GFR, FRSR, RTI, GeM, CCS (Conduct) Rules, Purchase, Stores, Legal matters etc.
ii.	Consultant (Establishment)	Officials retired from Level - 8 (as per 7 th CPC) or above from Central Government Service / Central Autonomous bodies and having experience in Establishment, Rules related to recruitment and employee’s promotion, MACP, Pay Fixation, General Financial Rules, FRSR etc.
iii.	Consultant (Finance & Accounts)	Officials retired from Level - 8 (as per 7 th CPC) or above from Central Government Service / Central Autonomous bodies and having experience in General Financial Rules, Preparation of Annual Accounts, Accounting procedure, PFMS, Handling Audits etc.

2. Period of Consultancy and Age Limit:

The engagement will be purely on contract basis and will not confer any right for regular appointment in Indian Museum, Kolkata. The initial period of engagement will be for one year which can be extended on periodical basis **up to a maximum age of 65 years** subject to functional requirements, appraisal of the performance and medical fitness of the individual.

3. Remuneration:

A fixed monthly remuneration shall be admissible and shall remain fixed during the entire period of contract. The said monthly remuneration shall be fixed as under:

3.1 In case of Retired employees who are drawing pension (as per CCS Pension Rules), the fixed monthly remuneration shall be arrived at by deducting basic pension (before commuting any pension) from the pay drawn in the Pay Matrix at the time of retirement plus Transport Allowance (TA) including DA on TA as was applicable to the appointee at the time of retirement.

3.2 In case of Retired employees who are not drawing pension (as per CCS Pension Rules), the fixed monthly remuneration shall be arrived at by taking 50% of their Basic Pay drawn at the time of retirement plus Transport Allowance (TA) including DA on TA as was applicable to the appointee at the time of retirement.

No House Rent Allowance or any other allowance shall be admissible during the period of contract. However, retired employee engaged as consultant will be allowed TA/DA on official tour, if any, as per their entitlement at the time of retirement.

4. Drawing of Pension:

The retired employee engaged as consultant shall continue to draw their existing pension and Dearness Relief on pension from their parent organisation during the period of his/her engagement as consultant.

5. Leave of Absence:

Paid leave of absence shall be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond the contract period shall not be allowed.

6. Working Hours:

The consultant shall be required to observe the normal office timing and may also be called upon to attend the office on Saturday, Sunday or any holiday in case of urgency and mark his/her attendance mandatorily, failing which it may result in deduction of remuneration.

7. Tax Deduction at Source:

The Income Tax or any other tax as applicable will be deducted at source as per extant rule. Necessary TDS certificate will be issued to them.

8. Data Handover:

The Consultant shall be bound to hand-over the entire set of records of assignment to Indian Museum, Kolkata before the expiry of the contract.

9. Indian Museum Kolkata decision is final:

The Competent Authority of Indian Museum, Kolkata has the right to cancel advertisement and not to proceed in the matter for engagement of consultant, at any stage to accept or reject any or all applications without giving any explanation, whatsoever.

10. Other terms & conditions:

Other terms & conditions of the engagement will be governed as per Government of India guidelines.