

PLATINUM JUBILEE



2009-2010

भारतीय राष्ट्रीय विज्ञान अकादमी

INDIAN NATIONAL SCIENCE ACADEMY

BAHADUR SHAH ZAFAR MARG, NEW DELHI-110002

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Vacancy Notice

Indian National Science Academy, an apex organization of scientists, engaged in promotion and recognition of excellence in science in the country needs a dynamic, initiative driven and performance oriented person above 50 years to be appointed as **Executive Secretary**. He/she will be the Head of the INSA Secretariat and responsible for day to day operation and implementation of decisions taken by the Committees, Board, and the Council of the Academy. The incumbent is expected to actively contribute in the management/coordination, growth and expansion of science promotion, international programmes, science policy studies/science popularization and society related activities, etc.

Present pay scale: Rs 16,400–450–20,000 plus allowances, i.e. DP, DA, CCA, HRA and other benefits as attached with the position. Persons having higher qualifications and experience can be offered higher pay.

Essential qualifications and experience: Master's Degree in Science/Technology with minimum 15 years experience of management and Coordination of S&T related programmes including International Programmes. Should have a good knowledge of coordination work associated with professional societies, academies, programmes/activities and overall scientific community in the country. Experience/exposure in management of human and financial resources will be an added advantage.

Desirable: Ph.D. Degree in Science/Technology.

Candidates may send their curriculum vitae in the prescribed application form which can be obtained from the Office of the Academy by sending 10" × 4½" self-addressed stamped envelope or be downloaded from website www.insaindia.org. Duly filled in application form along with latest photograph, attested copies of degree, statement of experience and three references may be sent to **Assistant Executive Secretary (Admn.)** within 20 days of this advertisement. Persons working in Govt/Autonomous Bodies may apply through proper channel (their CR dossier of at least 5 years will be required from the department, if shortlisted for interview). **Recently retired/retiring persons may also be considered for the appointment on contract basis.** Candidate selected for the position shall be governed by the New Pension Rules, 2004. Fulfilment of educational qualifications is not a claim for interview call.