VACANCY NOTICE

The Department of Tribal Welfare, A&N Administration intends to engage the services of Director (ANTRI) in the Andaman and Nicobar Tribal Research and Training Institute (ANTRI), on contract basis, for a period of one year on a consolidated remuneration of Rs. 60,000/- per month which will be applicable to Private person and for retired Govt servant, the remuneration would be last pay drawn minus pension plus DA. The interested candidates may download the application format from the website www.andaman.gov.in and submit the application as per the format provided in Annexure-I alongwith copies of educational qualification and experience certificates (duly self-attested) in a sealed envelope to the Assistant Commissioner (TW), Directorate of Tribal Welfare, A&N Administration, Secretariat Complex, Port Blair -744101 within 60 days from the date of publication of this advertisement in the Rozghar Samachar/Employment News.

Director (TW)
Sub: - Engagement of Director (ANTRI) purely on contract basis in Andaman and Nicobar Tribal Research and Training Institute, Port Blair functioning under the Directorate of Tribal Welfare, A&N Administration – reg

The Department of Tribal Welfare, A&N Administration intends to engage the services of Director (ANTRI) in the Andaman and Nicobar Tribal Research and Training Institute (ANTRI), on contract basis for a period of one year for research and administrative work in the ANTRI. This period may be extended further based on the requirement of the A&N Administration. However, performance of the Director (ANTRI) will be reviewed after every one year and their contract shall be extended or curtailed (as the case may be) depending upon his/her performance/ need of the A&N Administration.

2. The essential education qualification and experience for the Director (ANTRI) are as follows: -

(i) Possessing the qualification of Master degree in Anthropology/ Sociology/ Social Work of a recognized University/ Institute with atleast three Publications in National/ International Level Academic Journal.

(ii) Three years experience in formulation of programmes and policies relating to Research, Planning and evaluation of the development programmes for the welfare of the tribals.

3. **Age:** Not more than 65 years as on the closing date of the advertisement/ notice.

4. The general terms and conditions of engagement are as under:

(i) **Remuneration:** For private persons, consolidated Rs. 60,000/- per month (Rupees Sixty Thousand Only). For retired Govt servants, the remuneration would be last pay drawn minus pension plus DA

(ii) **Period of engagement:** The Director (ANTRI) will initially be engaged for a period of one year. The engagement may be extended or curtailed depending upon the performance/ need of the A&N Administration

(iii) **Travelling allowance/ Daily Allowance:** TA/DA will be allowed for travel in the country in connection with the official work, as per Rules.

(iv) **Allowances:** No other allowance such as Dearness allowance, House Rent Allowance, Transport Allowances, CGHS, Medical reimbursement etc is admissible except Residential Accommodation, Transport Facility and Residential Telephone

(v) **Headquarters:** The headquarters will be at Port Blair, A&N Islands

(vi) **Leave:** Director (ANTRI) shall be entitled for 08 days leave in a calendar year on pro-rata basis. They shall not draw any remuneration
in case of his/her absence beyond 08 days in a calendar year (calculated on a pro-rata basis). Also, un-availed leave in a calendar year cannot be carried forward to next year. The A&N Administration would be free to terminate the services in case of absence by more than 15 days beyond the sanctioned leave in a calendar year

(vii) No other benefits will be admissible

(viii) The A&N Administration reserves the right to terminate the services of the Director (ANTRI) without prior notice, if the performance is not found to be satisfactory

(ix) The Director (ANTRI) having accepted the offer of engagement would be subject to the provisions of India Official Secrets Act, 1923 not only during the assignment but thereafter also

(x) Any breach of contract executed by the Director (ANTRI) with the A&N Administration shall be considered a sufficient ground for the termination of the engagement made under the contract and may further debar him/her from future engagement by the A&N Administration

(xi) A&N Administration reserves the right to reject any application without assigning any reasons.

5. **Nature of duties:**

i) Director (ANTRI) shall be the Principal Academic and Executive Officer of the A & N Tribal Research & Training Society and shall be responsible for the proper administration of the A & N Tribal Research & Training Society.

ii) All staff of the ANTRI will be under his control.

iii) It shall also be the duty of the Director (ANTRI):

   a) to incur expenditure in accordance with the delegation of powers subject to the overall supervision of the Executive Council to see that all money is spent for the purpose for which it is sanctioned or allotted.

   b) to sign all contracts and assurances of property on behalf of the A & N Tribal Research & Training Institute after the same have been approved by the Executive Council.

   c) to exercise such other powers as may be assigned to him by the Executive Council or the General Body.

   d) Director (ANTRI) shall have power to re-delegate his powers to any of his subordinates with the approval of the Executive Council or its Chairman as the case may be.

   e) Director (ANTRI) shall function as Head of Office for purposes of rules in the Accounts’ Code, the Fundamental and Supplementary Rules and other Rules of the Government in so far as they are applicable or may be made applicable to the conduct of the business of the Institute, subject to the additional power that may be delegated by the Executive Council from time to time.

   f) Review and monitor the research activities

   g) Director (ANTRI) shall convene meeting of Executive Council/ General Body

   h) Director (ANTRI) shall report to the Director (TW) and Principal Secretary (TW)
Application for engagement of Director (ANTRI) in the A&N Tribal Research and Training Institute

1) Name and Address (in Block Letters) :

2) Date of Birth (DD/MM/YYYY) (in Christian era) :

3) Age as on the date of closing date of receipt of application :

4) Educational Qualifications :

5) Whether Education and other qualifications required for the posts are satisfied (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)

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<th>Qualification/Experience Required</th>
<th>Qualification/Experience possessed by the candidate</th>
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Essential

Desired (if any)

6) Please state clearly whether in light of details provided by you above, you meet the requirements of the post

7) Details of Employment/Experience in chronological order. Enclose separate sheet duly authenticated by your signature, if the space below is insufficient

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<tr>
<th>Office/Institution</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Remuneration (Scale of Pay, Grade Pay and Basic Pay)</th>
<th>Nature of duties (in detail)</th>
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DECLARATION

I hereby undertake that the information given above is true and correct. I agree to the terms and conditions for engagement as Director (ANTRI) in the Department of Tribal Welfare, A&N Administration.

Place:
Date:

Signature of the candidate

Name:
Address

Mobile No.
6. **Selection Procedure:** The engagement shall be purely on contract basis. Applications in response to this advertisement shall be shortlisted on the basis of experience and qualification of applicants. The Director (ANTRI) shall be selected from shortlisted candidates by the Screening Committee constituted by the A&N Administration for this purpose.

7. The interested candidates may submit their application as per the format provided in Annexure-I alongwith copies of educational qualification and experience certificates (duly self-attested) in a sealed envelope to the **Assistant Commissioner (TW), Directorate of Tribal Welfare, A&N Administration, Secretariat Complex, Port Blair -744101 within 60 days from the date of publication of this advertisement in the Rozghar Samachar/Employment News.** Applications received after the closing date or received incomplete in any respect are liable to be summarily rejected. The Directorate of Tribal Welfare, A&N Administration shall not be responsible for any delay on the part of Postal Department for delivery of application even if posted before the last date. No representation against such rejected will be entertained.

(Govind Ram)  
Director (Tribal Welfare)  
Tel No. 03192-231639