

U. T. Administration of Daman & Diu

Bal Bhavan Board of Daman

Moti Daman:396 220.

No.COL/DMN/EST-41/POST/DBB/2013/6631

Dated: 22/2/2013

Vacancy for the post of Director

Applications are invited for appointment to the post of Director Bal Bhavan, Daman on contractual basis on fixed salary of Rs.20,000/- (Rupees Twenty Thousand only) per month. The appointment will be governed by the Bye-laws and Rules & Regulations of Bal Bhavan Board, Daman U.T.

Job Description:

The Director will exercise an overall administrative and financial control of Bal Bhavan. He/She will function as Member Secretary of the Board and authenticate all the orders and decisions taken by it from time to time. The Director will exercise such powers and discharge such duties as are laid down in the Rules & Regulations and Bye-Laws of the U.T. Bal Bhavan.

Education & other qualifications required:

Essential Qualifications:

- i. Post-Graduate Degree or equivalent from a recognized University/Institution.
- ii. 5 years experience of working with children in any organization/ institution of Central/State Government.

OR

7 years experience of working with children, involving organizational responsibility in any organization/institution of Central/State Government or recognized by the Central/State Government.

- iii. Recognized contribution in the field of Creative Art/Creative Performance/Creative Science/Creative Writing, etc.

Desirable:

- i. Knowledge of Govt. Rules and procedures.
- ii. Experience in organizing teacher training programmes, seminars, conference, etc.


Age limit

50 Years (as on the date of publication of the Advertisement)

Application on plain paper may be sent to the **Deputy Collector(HQ), Collectorate, Dholar, Moti Daman-396 220(Daman U.T.)**

Last date of submission of application is within 15 days from the date of publication of the advertisement, giving name, address, date of birth, educational qualifications, professional qualifications and experience along with the photograph. Also specify nature of duties, name of post(s) held with scales of pay and dates thereon. Candidates already employed in Central/State Governments/Autonomous Bodies should send their application through proper channel only.

210: 291 DMN/2/5/12-13/794
Jtel: 22/2/12


Deputy Collector(HQ)
Daman