

Fwd: Requirement of Services of Personnel on Deputation at SCZCC, Nagpur - reg.**AG Audit II Nagpur** <agaumaharashtra2@cag.gov.in>

Mon, 15 Sep 2025 10:12:34 AM +0530

To "Administration Section" <adminsec.mh2.au@cag.gov.in>

===== Forwarded message =====
From: South Central Zone Cultural Centre Nagpur <sczccnagpur1986@gmail.com>
To: <agaumaharashtra2@cag.gov.in>
Date: Sat, 13 Sep 2025 14:15:31 +0530
Subject: Requirement of Services of Personnel on Deputation at SCZCC, Nagpur - reg.
===== Forwarded message =====

Sir,
Please find attachment.

With Regards,

Director,
SCZCC, Nagpur.

2 Attachment(s)

letter no 368.pdf
241.7 KB

Encl..pdf
271.1 KB

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ord - 496
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दक्षिण मध्य क्षेत्र सांस्कृतिक केंद्र, नागपूर
संस्कृति मंत्रालय, भारत सरकार
South Central Zone Cultural Centre, Nagpur
Ministry of Culture, Government of India



Ministry of Culture
Government of India

No./SCZCC/Admin./ 368/2025-26

Date: 12/09/2025

To,
The Accountant General (Audit),
Office of the Accountant General (Audit-II), Maharashtra
Audit Bhavan, Post Bag No. 220, Civil Lines,
Nagpur- 440001 (M.S.)
Email: agaumaharashtra2@cag.gov.in

Subject: Requirement of Services of Personnel on Deputation at SCZCC, Nagpur- reg.
Refnce: 1) This office letter No.SCZCC/Admin/261/2025-26 dt.01/08/2025.

Sir,

The South Central Zone Cultural Centre (SCZCC), Nagpur under the aegis of Ministry of Culture, Government of India, is inviting application for the post following posts:

Sr. No.	Name of Post	Pay Scale	Level	Group
1	Assistant Director (Admin & Accounts)	Rs.15,600- 39,100 (Grade Pay - 5400)	(Level-10)	A
2	Administrative-cum-Accounts Officer	Rs.9,300- 34,800 (Grade Pay - 4800)	(Level-8)	B
3	Accountant	Rs.9,300- 34,800 (Grade Pay - 4200)	(Level-6)	B

The details regarding the eligibility criteria, qualifications and experience required for this post is enclosed for your kind perusal. I request your esteemed office to consider deputing suitable personnel for the above posts from your office.

We are looking forward for application of suitable officer for the said deputation at the earliest so that the above posts in SCZCC, Nagpur can be filled up on urgent basis.

Enclosure: As above.

Director
SCZCC, Nagpur

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Requirement of Services of Personnel on Deputation at SCZCC, Nagpur - reg.

< sczccnagpur1986@gmail.com >

Sat, 13 Sep 2025 2:14:15 PM +0530

To "agaumaharashtra2"<agaumaharashtra2@cag.gov.in>

Tags Not in Contacts

Admn -

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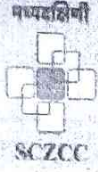
1 Attachment(s)

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241.7 KB

Sl. Gan.
Please put up

15/9

Ord-490
17/09/25



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संस्कृति मंत्रालय, भारत सरकार
South Central Zone Cultural Centre, Nagpur
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Enclosure: As above.

Director
SCZCC, Nagpur

1.	Name of Post	Assistant Director (Admin & Accounts)
2.	No. of Post (s)	1
3.	Classification	Group A
4.	Scale of Pay (Revised)	Rs. 15,600- 39,100+ GP Rs. 5,400/-
5.	Whether Selection Post or Non-Selection Post	NA
6.	Educational and other qualifications required for direct recruitment	<p>Essential</p> <ol style="list-style-type: none"> 1. Bachelor's Degree in any discipline 2. Proficiency in computer including working knowledge of MS Office. <p>Desirable</p> <ol style="list-style-type: none"> 1. Experience of working in the field of administration with Central Government/State Government or their autonomous bodies/ Universities 2. Knowledge and fluency in written and spoken Hindi and English languages.
7.	Period of probation, if any	NA
8.	Method of recruitment: Whether by direct recruitment or by promotion or by deputation and percentage of the vacancies to be filled by various methods	Promotion failing which by Deputation. Failing both, by direct recruitment
9.	In case of recruitment by deputation/ short-term contract, grades from which deputation/ short-term contract to be made	<p>Promotion:</p> <p>Deputation</p> <p>Officers working in Central Government/State Governments or their autonomous bodies/Universities:</p> <ol style="list-style-type: none"> i) Holding analogous post on regular basis. OR ii) Having 2 years of regular service in the scale of 9300- 34,800+ GP Rs. 4800/- OR iii) Having 3 years of regular service in the scale of Rs. Rs.9300-34800 + GP 4600 iv) Having 5 years of combined regular service in the scale of Rs. Rs.9300-34800 + GP 4800 and GP 4200 and

		v) Knowledge of Accounts & Administrative matter.
10.	Composition of Selection Committee	As per Service Rules
11.	Remarks	The period of Deputation including the period of deputation in another Ex. Cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed 3 years but initially for one year.

1.	Name of Post	Administrative-cum-Accounts Officer
2.	No. of Post (s)	1
3.	Classification	Group B
4.	Scale of Pay (Revised)	Rs.9300-34800 + GP 4800
5.	Whether Selection Post or Non-Selection Post	NA
6.	Educational and other qualifications required for direct recruitment	<p>Essential</p> <ol style="list-style-type: none"> 1. Bachelor's Degree in any discipline 2. Proficiency in computer including working knowledge of MS Office. 3. Knowledge of Accounts & Administrative matters. <p>Desirable</p> <ol style="list-style-type: none"> 1. Experience of working in the field of administration with Central Government/State Government or their autonomous bodies/ Universities 2. Knowledge and fluency in written and spoken Hindi and English languages.
7.	Period of probation, if any	NA
8.	Method of recruitment: Whether by direct recruitment or by promotion or by deputation and percentage of the vacancies to be filled by various methods	Promotion failing which by Deputation. Failing both, by direct recruitment
9.	In case of recruitment by deputation/ short-term contract, grades from which deputation/ short-term contract to be made	<p>Promotion:</p> <p>Deputation:</p> <p>Officers working in Central Government/State Governments or their autonomous bodies/Universities:</p> <ol style="list-style-type: none"> i) Holding analogous post on regular basis. OR ii) Having 2 years of regular service in the scale of Rs.9300-34800 + GP 4600 OR iii) Having 3 years of regular service in the scale of Rs.9300-34800 + GP 4200 and iv) Knowledge of Accounts & Administrative matter.

10.	Composition of Selection Committee	As per Service Rules
11.	Remarks	The period of Deputation including the period of deputation in another Ex. Cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed 3 years but initially for one year.

1.	Name of Post	Accountant
2.	No. of Post (s)	1
3.	Classification	Group A
4.	Scale of Pay (Revised)	Rs.9300-34800 + GP 4200
5.	Whether Selection Post or Non-Selection Post	NA
6.	Educational and other qualifications required for direct recruitment	<p>Essential</p> <ol style="list-style-type: none"> 1. Bachelor's Degree in Commerce 2. Proficiency in computer including working on Tally and MS Office. <p>Desirable</p> <ol style="list-style-type: none"> 1. Experience of working in the field of administration with Central Government/State Government or their autonomous bodies/ Universities 2. Knowledge and fluency in written and spoken Hindi and English languages.
7.	Period of probation, if any	NA
8.	Method of recruitment: Whether by direct recruitment or by promotion or by deputation and percentage of the vacancies to be filled by various methods	Promotion failing which by Deputation. Falling both, by direct recruitment
9.	In case of recruitment by deputation/ short-term contract, grades from which deputation/ short-term contract to be made	<p>Promotion:</p> <p>Deputation</p> <p>Officers working in Central Government/State Governments or their autonomous bodies/Universities:</p> <ol style="list-style-type: none"> i) Holding analogous post on regular basis. OR ii) Having 3 years of regular service in the scale of Rs. Rs.9300-34800 + GP 2800 or combined 5 years service in the GP of Rs.2800 + 2400 iii) With Cash & Accounts Training conducted by ISTM of qualified SAS Examination conducted by Audit.
10.	Composition of Selection Committee	As per Service Rules
11.	Remarks	