

**NEHRU SCIENCE CENTRE**  
(A Unit of National Council of Science Museums)  
Ministry of Culture, Government of India  
Dr. E. Moses Road, Worli,  
Mumbai-400 018 (Maharashtra)

**DETAILS OF ADVERTISEMENT No. NSCM/03/2025**

Applications are invited from the eligible candidates for filling-up of the following posts at Nehru Science Centre, Mumbai. Only the candidates possessing required qualifications should apply in the prescribed form clearly stating the Name & Category of the post applied for:

Sr. No.	Name of the Post	SC	OBC	EWS	UR	Total
1	Technical Assistant 'A' (Computer)	1	0	0	1	2
2	Technical Assistant 'A' (Mechanical)	0	0	0	1	1
3	Education Assistant 'A'	0	0	0	1	1
4	Exhibition Assistant 'A'	0	0	0	1	1
5	Technician 'A' (Fitter)	1	0	2	2	5
6	Technician 'A' (Electrical)	0	0	1	1	2
7	Technician 'A' (Carpenter)	0	1	0	0	1
8	Technician 'A' (Draftsman-Civil)	0	0	0	1	1
9	Jr. Stenographer	0	0	0	2	2
10	Office Assistant (Gr.III)	1	1	0	1	3
	<b>TOTAL:</b>	<b>03</b>	<b>2</b>	<b>3</b>	<b>11</b>	<b>19</b>

<b>1. Technical Assistant 'A' (Computer):</b>	<b>2 Posts (1 Post-SC &amp; 1 Post-UR)</b>
Pay Matrix Level & Emoluments:	Pay Matrix Level-5: Rs.29200-92300/- with Basic Pay Rs.29,200/- plus usual allowances as admissible to Central Government employees. Approx. total emoluments is Rs.58,944/- per month.
Essential Qualification	Diploma Course (3 years) in Computer Science or NIELIT 'A' (erstwhile DOEACC 'A') Level diploma/ Information Technology from a duly recognized Institution OR Bachelor of Computer Application (BCA)/Computer Science.
Job requirement	Operation and programming in computers and accessories, maintenance of records in computers, development of software, conducting computer training classes. Development of computer and hardware interfaces, Interactive digital graphic development etc. Assisting Curators in their work.
Age limit:	Not more than 35 years as on 20.03.2025. Upper age limit is relaxable for reserved categories of candidates as per Government of India Rules.

<b>2. Technical Assistant 'A' (Mechanical):</b>	<b>1 Post (UR)</b>
Pay Matrix Level & Emoluments:	Pay Matrix Level-5: Rs.29200-92300/- with Basic Pay Rs.29,200/- plus usual allowances as admissible to Central Government employees. Approx. total emoluments is Rs.58,944/- per month.
Essential Qualification	Diploma Course (3 years) in Mechanical Engineering.
Job requirement	Development of models and exhibits and/or major repair, operation and maintenance of exhibits/equipments/ installations; costing and estimating for exhibits/works; maintenance of record; supervision over subordinate staff; design and drawing of exhibits, models, equipments, installations. Assisting Curators and Technical Officers in their work.
Age limit:	Not more than 35 years as on 20.03.2025. Upper age limit is relaxable for reserved categories of candidates as per Government of India Rules.

<b>3. Education Assistant 'A':</b>	<b>01 Post (UR)</b>
Pay Matrix Level & Emoluments:	Pay Matrix Level-5: Rs.29200-92300/- with Basic Pay Rs.29,200/- plus usual allowances as admissible to Central Government employees. Approx. total emoluments is Rs.58,944/- per month.
Essential Qualification:	Bachelor's degree in Science with Physics and combination of any two subjects viz. Chemistry, Mathematics, Electronics, Computer Science, Astronomy, Geology and Statistics OR Bachelor's degree in Science with Chemistry and combination of any two subjects viz. Zoology, Botany, Microbiology, Environmental Science, Bio-Technology and Molecular Biology from a duly recognized University
Job requirement:	Conducting educational programmes including demonstration/lecture in and outside museum, helping Curators and Education Officers in development of teaching aids, visitors', research, publicity, public relations and other programmes, programming for mobile science exhibition.
Age limit:	Not more than 35 years as on 20.03.2025. Upper age limit is relaxable for reserved categories of candidates as per Government of India Rules.

<b>4. Exhibition Assistant 'A':</b>	<b>01 Post (UR)</b>
Pay Matrix Level & Emoluments:	Pay Matrix Level-5: Rs.29200-92300/- with Basic Pay Rs.29,200/- plus usual allowances as admissible to Central Government employees. Approx. total emoluments is Rs.58,944/- per month.
Essential Qualification:	Bachelor's Degree in Visual Art / Fine Arts / Commercial Arts.
Job requirement:	Preparation of art layout, creative photography, exhibition display, making of dummies, models, dioramas, photographic layouts, helping Exhibition Officers in display work. Creating 2D & 3D digital graphic artwork for exhibition, publication and multimedia. Creation of 3D digital dummy models and visual walkthroughs.
Age limit:	Not more than 35 years as on 20.03.2025. Upper age limit is relaxable for reserved categories of candidates as per Government of India Rules.

<b>5. Technician 'A':</b>	<b>09 Posts</b>  <b>[Fitter - 5 Posts (1 Post-SC, 2 Posts- EWS &amp; 2 Posts- UR)</b> <b>Electrical - 2 Posts (1 Post-EWS &amp; 1 Post- UR )</b> <b>Carpenter - 1 Post (OBC)</b> <b>Draftsman (Civil) – 1 Post (UR)]</b>
Pay Matrix Level & Emoluments:	Pay Matrix Level-2: Rs.19900-63200/- with Basic Pay Rs.19,900/- plus usual allowances as admissible to Central Government employees. Approx. total emoluments is Rs.38,483/- per month.
Essential Qualification:	SSC or Matriculation with certificate from ITI or equivalent in relevant discipline.
Experience:	Candidate must have one year experience after obtaining the certificate for course duration of two years. For candidates obtaining certificates of one year course duration, two years relevant experience after obtaining the certificate shall be required.
Job requirement:	Operation, repair, fabrication handling, packing, installation and maintenance of exhibits / equipments / instruments / installations. The Candidate will also be required to travel widely with Mobile Science Exhibition unit on payment of TA / DA as per rule.

	The incumbent of Draftsman (Civil) shall assist AEE/Technical Officer (Civil) in the works like preparing engineering/technical drawings for construction work with plans and specifications, drawing topographical maps to aid construction workers, creating visual guidelines for construction purposes, drafting technical details, specifying dimensions, materials and procedure, drawing minute details of structures/works, creating and storing drawings electronically, looking after minor construction / repairing works and explaining concepts to workers, preparing variations of design/ estimates etc.
Age limit:	Not more than 35 years as on 20.03.2025. Upper age limit is relaxable for reserved categories of candidates as per Government of India Rules.

<b>6. Jr. Stenographer –</b>	<b>02 Posts (UR)</b>
<b>Pay Matrix Level &amp; Emoluments:</b>	Pay Matrix Level-4: Rs.25500-81100/- with Basic Pay Rs.25,500/- plus usual allowances as admissible to Central Government employees. Approx. total emoluments is Rs.52,173/- per month.
<b>Essential Qualification:</b>	Higher Secondary or its equivalent and minimum speed of 80 w.p.m. in English Shorthand, duly supported by certificate from a Government recognized Institution.
<b>Job requirement:</b>	Stenographic service, typing, photocopying, sending/ receiving emails/fax messages, maintenance of files, ledgers, records etc. in computer, attending to telephone calls and any other work assigned by superiors from time to time.
<b>Age limit:</b>	Not more than 25 years as on 20.03.2025. Upper age limit is relaxable for reserved categories of candidates as per Government of India Rules.

<b>7. Office Assistant (Gr.III):</b>	<b>03 Posts (1 Post-SC, 1 Post-OBC and 1 Post-UR)</b>
<b>Pay Matrix Level &amp; Emoluments:</b>	Pay Matrix Level-2: Rs.19900-63200/- with Basic Pay Rs.19,900/- plus usual allowances as admissible to Central Government employees. Approx. total emolument is Rs.38,483/- per month.
<b>Essential Qualification:</b>	Higher Secondary or its equivalent. The Candidates must qualify in typing test of 10 minutes duration with at least 35 w.p.m. in English or 30 w.p.m. in Hindi on computer correspond to 10500/9000 Key Depression Per Hour (KDPH) respectively, duly supported by certificate from a Government recognized Institution
<b>Job requirement:</b>	Typing, dispatch of daks, issue of tickets, photocopying, maintenance of files, preparation and processing of bills, making entries in various registers, ledgers etc., handling purchase and stores, compilation of facts & figures for reports, statements etc. in computer, cash handling & cheque writing whenever required, any other work entrusted by superiors from time to time.
<b>Age limit:</b>	Not more than 25 years as on 20.03.2025. Upper age limit is relaxable for reserved categories of candidates as per Government of India Rules.

**Application Fee:**

- Fee payable ₹885/- [Fees ₹750.00 + GST 18% (₹135/-)] (Rupees Eight Hundred Eighty-five) only for each post separately.
- Fee payable in favour of “Nehru Science Centre, Mumbai”, Account No. 0113101146601, IFSC Code: CNRB0000113, Canara Bank, Worli Branch through Demand Draft payable in Mumbai/NEFT/UPI (Cheque payments shall not be accepted). After making payments, candidates must write their transaction details in the space provided on the application form and also attach a photocopy of their transaction details along with their application.
- Women candidates and candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST) & Persons with Disability (PwD) and Ex-Servicemen (ESM) eligible for reservation are exempted from Payment of fee.

- d. Candidates who are not exempted from payment of fees must ensure that their fees have been deposited within due date. Application which remain incomplete due to non-receipt of fees will be **SUMMARILY REJECTED** and request for consideration of such applications and fee payment after the period specified in the details of advertisement shall be not entertained.
- e. Fee once paid shall not be refunded under any circumstances nor will it be adjusted against any other examination or selection.

**Application Form and Details of Advertisement can also be downloaded from the website [www.nehrusciencecentre.gov.in](http://www.nehrusciencecentre.gov.in)**

**General Terms & Conditions:**

- (01) **IT IS MANDATORY TO SUBMIT APPLICATION IN THE PRESCRIBED FORM ON OR BEFORE 20.03.2025.**
- (02) The Completed applications along with self-attested copies of all relevant certificates and testimonials may be sent to **NEHRU SCIENCE CENTRE, Dr. E. Moses Road, Worli, Mumbai-400 018** so as to reach on or before **20.03.2025**.
- (03) Candidates must write on the top of the envelope containing application form **“Application for the post of \_\_\_\_\_ (Trade/Discipline: \_\_\_\_\_) Category: \_\_\_\_\_) against Advt. No. NSCM/03/2025”**
- (04) Application sent through email or not in the approved format will not be considered and be rejected straightway. Application not accompanied with relevant certificates and testimonials shall be summarily rejected. Decision of the Director, Nehru Science Centre, Mumbai, in this regard shall be final.
- (05) **Candidates applying for the posts reserved for OBC must attach with their application valid Caste Certificate along with Non Creamy Layer Certificate.**
- (06) **Economically Weaker Section (EWS) is a subcategory of people having an annual family income less than ` 8 Lakh and who do not belong to any category such as SC/ST/OBC across India.** A candidate who does not fall under SC/ST/OBC and fulfils the EWS economic criteria are to be a part of the EWS category. Benefits of reservation **under EWS category** can be availed upon production of an “Income and Asset Certificate” issued by a Competent Authority in the format prescribed by Government of India for the **Financial Year 2023-24 and valid for the year 2024-25.**
- (07) The candidates already working in Government, Semi-Government, Public Sector Undertakings and Autonomous Organizations must apply through proper channel.
- (08) The selected incumbent(s) shall be governed by the New Pension Scheme (NPS) and also entitled to facilities like Medical, LTC, etc. as adopted by National Council of Science Museums (NCSM) from time to time.
- (09) The selected incumbent is liable to be transferred to any Science Museum/Centre under the control of National Council of Science Museums (NCSM), across India.
- (10) Candidates should satisfy themselves that they meet all requisite requirements such as prescribed educational qualifications, age etc. before applying for the advertised post. If, at any stage of recruitment it is known or revealed that the candidate does not fulfil any of the requisite qualification or criteria, his/her candidature / appointment is liable to be cancelled forthwith without assigning any reasons.
- (11) Canvassing in any form and / or bringing in any influence political or otherwise will be treated as disqualification.
- (12) Personal/interim enquiries shall not be entertained.
- (13) Mere possession of requisite qualifications shall not entitle the candidates to be called for the Written / Trade Test based on which selection will be made.
- (14) Application received after due date due to postal delay or any other reasons shall not be entertained.
- (15) NSC, Mumbai has the right to cancel the advertisement in whole or in part and to not proceed in the matter for recruitment to the said posts, at any stage or to accept or reject any or all applications without giving any explanation, whatsoever.

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