RAJIV GANDHI SCIENCE CENTRE TRUST FUND

SCHEME OF SERVICE

Post: Resource Officer/Senior Resource Officer

Salary: Rs 26,300 x 775 – 32,500 x 925 – 37,125 x 1225 – 40,800 x 1,525 – 49,950 x 1625 – 59,700 (RGSC 25)

Qualifications: A By selection from among officers in the grade of Assistant Resource Officer who reckon at least two years' service in a substantive capacity in the grade and who possess a degree in Mathematics or Physics or Chemistry or Biology or Environmental Sciences or Engineering from a recognized institution or an equivalent qualification acceptable to the Board.

B Candidates should:

(i) have strong motivation in Science and Technology popularisation activities; and
(ii) possess good organising, interpersonal and communication skills.

NOTE

In the absence of officers in the grade of Assistant Resource Officer on the permanent and pensionable establishment of the Rajiv Gandhi Science Centre Trust Fund, by selection from among candidates possessing the qualifications at A and B above and who –

(i) reckon at least two years' experience in any Science and Technology field; and
(ii) are computer literate.

Candidates should produce written evidence of knowledge/experience claimed.

Duties

1. To assist the Manager/Curator(Education) in the performance of his duties.

2. To help in conceptualising and developing exhibitions for the popularisation of Science and Technology.

3. To explain the exhibits to visitors of the Rajiv Gandhi Science Centre Trust Fund.
4. To plan, organise and conduct non-formal educational programmes, seminars and public lectures.

5. To organise and conduct mobile science exhibitions, outreach activities and other travelling exhibitions.

6. To develop teaching aids and science kits.

7. To carry out research work related to Science and Technology, publicity and public relations work.

8. To prepare reports and articles for the Centre.

9. To maintain records of books, equipment and materials in the Education Department including the Science Laboratory.

10. To make use of ICT in the performance of his duties.

11. To perform such other duties listed above or related to the delivery of the output and results expected from Resource Officer/Senior Resource Officer in the roles ascribed to him.

**Note**

Resource Officer/Senior Resource Officer may be required to work outside normal working hours including during Saturdays, Sundays and Public Holidays.