RAJIV GANDHI SCIENCE CENTRE TRUST FUND

SCHEME OF SERVICE

Post: Assistant Resource Officer

Salary: Rs 16,400 x 325 – 17,700 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 31,725 (RGSC 14)

Qualifications: A

A Cambridge Higher School Certificate with a pass at "Principal Level" in Physics and Chemistry or Biology or Passes in at least two science subjects including Physics or Chemistry or Biology obtained on one certificate obtained on one certificate at the General Certificate of Education "Advanced Level" or an equivalent qualification acceptable to the Board.

B Candidates should –

   (i) possess good organizing, interpersonal and communication skills;

   (ii) be motivated to popularise Science and Technology activities; and

   (iii) be computer literate.

Duties

1. To assist the Resource Officer/Senior Resource Officer in the performance of his duties.

2. To receive visitors and explain the exhibits/exhibitions to them.

3. To assist in the organising and conducting of non-formal educational programmes, seminars and public lectures.

4. To assist in organising and conducting in-house as well as outreach science exhibitions/activities.

5. To provide support in the development of teaching aids and science kits.

6. To carry out research work related to Science and Technology, publicity and public relations work.
7. To assist in maintaining records of Science laboratory equipment and materials in the Education Department including the Science Laboratory.

8. To make use of Information and Communication Technology in the performance of his duties.

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

Approved at RGSCTF Board Meeting

28 February 2017

Dr. A.K. Mauloo
Director