

F. No.3/25/2022-SD/AM
Indira Gandhi National Centre for the Arts
(An autonomous Trust under the Ministry of Culture)
Janpath Building, Janpath Road, New Delhi – 110001

Date: 02.08.2023

The Indira Gandhi National Centre for the Arts (IGNCA), is an autonomous institution under the Ministry of Culture, govt. of India is visualised as a centre encompassing the study of all arts, especially in their dimension of interrelationship and mutual interdependence. The IGNCA seeks to place the arts within the context of the natural and human environment. The fundamental approach of the centre in all its work is multi-disciplinary and holistic.

Requirement of Project Associate, to work on ongoing projects of Academic unit of IGNCA on contractual basis.

Position: Project Associate.

No. of Post: 01(One)

Duration of Work: Initially for a period of one year ,and extendable based on performance and requirement.

Age Limit : Not Exceeding 35 years.

Educational Qualification: -

1. Master Degree/ PG Diploma in any stream from recognised institute.
2. Preference would be given to candidates having knowledge of both English and Hindi language.

Desirable qualification:

Good knowledge of Computer application like MS Power Point, MS Word, Excel.

Experience: -At least five years of work experience in publication.

Remuneration: Rs. 40,000 per month

Other Details:

Place of Interview: IGNCA, 3rd Floor, A wing.

Mode of Selection: **Walk in Interview**

Date of Interview: August 7, 2023 at 10.30 am

Candidates are requested to bring updated resume supported by self attested copies of testimonials. Candidates are requested to report at 10:00 am for verification of original certificates and only eligible candidates will be allowed to appear for the interview.

The IGNCA reserves the right to accept or reject any or all applications without assigning any reason. The decision of the IGNCA regarding selection of applicants for interview and/ or engagement shall be final and binding.

Director (A)
IGNCA

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS

Application form for the position of Project Associate

Recent
Passport size
Photograph

1. Name & Address (in block letters) :
2. Father's Name :
3. Date of Birth (in Christian era) :

4. Address for correspondence with :
Ph Nos. Office/Res./Mobile
e-mail ID.

5. Address (Permanent) :

6. Aadhar No. :
7. PAAN Card No. :
8. Educational Qualifications (beginning with Matriculation, onwards) :

Qualification	Year of passing	University/ Institution	% of marks	Class/Division

9. Whether educational qualifications/professional qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same):

10. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post :

11. Details of Employment, in chronological order, enclose a separate sheet duly authenticated by your signature, if the space below is insufficient

Office/ Institution	Post held	From & To	i)Scale of pay ii)Basic Pay iii)Grade pay iv)Present/past pay scale in the Grade pay	Nature of duties In detail (attach Separate sheets, If required)

12. Additional Information, if any, which you would like to mention in support of your suitability for the post. This among other things may provide information with regard to

- (i) Additional academic qualification
 - (ii) Profession training
 - (iii) Work experience over and above prescribed in the vacancy circular/advertisement
- (Note: enclose a separate sheet, if space is insufficient)

13. Remarks: The candidates may indicate information with regard to

- (i) Reports and special projects
 - (ii) Awards/scholarships/official appreciation
 - (iii) Affiliation with the professional bodies/institutions/societies and
 - (iv) Any other information
- (Note: enclose a separate sheet, if space is insufficient)

14. Service to which belongs _____ :

15. Nature of present employment if any. :

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Selection Committee will also assess the Curriculum Vitae duly supported by documents submitted by me at the time of selection for the post.

(Signature of the Candidate)