

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
(An Autonomous Trust under the Ministry of Culture, Govt. of India)
No.11 Man Singh Road, New Delhi-110001

Dated: 03.10.2019

The Indira Gandhi National Centre for the Arts (IGNCA), an autonomous institution under the Ministry of Culture, Government of India is visualized 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.

IGNCA is going to commemorate 550th birth anniversary of Shri.Guru Nanak Dev Ji for this project IGNCA's needs two Project Assistants to work under 550th Birth Anniversary of Shri Guru Nanak Dev Ji celebration cell in IGNCA.

Project Assistant

Number of Positions	:	Two
Duration	:	Six months
Remuneration	:	Rs. 20,000/- per month
Age limit	:	Not more than 30 years as on 10.10.2019
Mode of selection	:	Through walk-in-interview

Education Qualifications

- i. Essential : M.A. in humanities (History, Literature, Punjabi, English and Hindi).
- ii. Working Knowledge of Gurumukhi (reading and writing)
- iii. Desirable : M. Phil or Ph.D

Experience:

Experience of assisting in programmes is desirable.

Work Profile:

Project Assistant will assist in the coordination of the projects under the 550th Birth Anniversary of Shri Guru Nanak Dev Ji celebration cell in IGNCA and will be attached to Chief Coordinator (Shri Guru Nanak Dev Ji celebration) who will take responsibility in academic management, organizing meetings, reviews, workshops and seminar/conference and also update on the progress of projects. Creation of related databases under supervision of 550th birth Anniversary of Shri Guru Nanak Dev Ji under Chief coordinator will also be a part of profile.

Candidates are requested to fill in the prescribed form given below, supported by self attested copies of testimonials. Walk-in-interview will be held on 10.10.2019 at 11:00 am in the office of HoD (JS), 3rd Floor, No. 11 Mansingh Road, New Delhi – 110 001 (Nearest metro station is Central Secretariat, Gate No. 2). Candidates are requested to report at 10:00 a.m. verification of original certificates and only eligible candidates will be allowed to appear for interview.

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

HoD (Conservation)
Tele: 23388077

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
CONSERVATION UNIT

(550th birth anniversary of Shri.Guru Nanak Dev Ji Cell)



Application for the position: **Project Assistant**

- Name & Address (in block letters) :
- 2. Father's Name :
- 3. Date of Birth (in Christianera) :
- 4. Correspondence Address :
- 5. Address (permanent) :

6. Educational Qualification (beginning with Matriculation onwards)

Qualification	Year of Pass	University/ Board	% of marks	Class/ Division

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

8. Details of employment, in chronological order, enclose a separate sheet duly authenticated by you signature, if the space below is insufficient.

Office / Institution	Post held	Experience From/ To/ Total	Basic Pay & Pay Scale / Pay Band held	Nature of duties in detail (attach separate sheets if required)

9. 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) Professional training
- (iii) Work experience over and above experience in the vacancy circular/ advertisement (Note: enclose a separate sheet if space is insufficient)

10. Service to which you belong

11. Additional details about the present employment. Please state whether working under:

- (a) Central Government (b) Autonomous organisation (c) Public Sector

Undertaking :

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.

Date:

(Signature)

