

F.No. 12/200/2023-SD/AM
INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
Janpath Building, Janpath, Road, New Delhi - 110001
(An Autonomous Trust under the Ministry of Culture, Government of India)

Dated: 17.08.2023

The Indira Gandhi National Centre for the arts (IGNCA) an autonomous institution under the Ministry of Culture, Govt. of India is visualized as a Centre encompassing the study of all arts, especially in their dimension of interrelationship and mutual independence. 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.

The following post is being advertised for Project Assistant for Nari Samvad Prakalp (NSP) under the Kalakosa Division of IGNCA. Project Assistant is being hired for various projects under NSP, Kalakosa Division.

I. POSITION : Project Assistant

- 1. NUMBER OF POSITION** – 01 (one)
- 2. DURATION** – Initially for a period of one year, and extendable based on performance and requirement.
- 3. AGE** – Not more than 30 years.
- 4. REMUNERATION** – Rs. 30,000/- per month (fixed)
- 5. EDUCATIONAL AND OTHER QUALIFICATION:**
 - a. Masters Degree in Ancient/Medieval History,
 - b. General Knowledge of Indian arts and culture.
- 6. DESIRABLE:**
 - a. Good knowledge of computer.
 - b. Minimum one year of work experience in related field.
- 7. MODE OF SELECTION:**
 - Walk in Interview. Candidates should come with all their documents, degree, experience certificates, samples of work.

OTHER DETAILS:

Place of Posting: IGNCA, New Delhi.

Date and time of Interview: 24.08.2023 at 10.30 a.m.

Place of Interview: 4th Floor, Kalakosa Division, IGNCA, New Delhi

Candidates are requested to bring updated resume supported by self attested copies of testimonials. Candidates are requested to report at 10.00 a.m. for verification of original certificates and only eligible candidates will be allowed to appear for the interview. Candidates are also requested to bring their original Aadhar Card along with its photocopy.

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

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
Janpath Building, near Western Court, New Delhi-110001

APPLICATION FORM



Application for the position:

1. Name (in block letters) :
2. Father's Name :
3. Date of Birth (in Christian era) :
(Present age (as on))
4. Correspondence Address :
5. Address (permanent) :
6. Contact Telephone No. / Mobile No. :
7. Email ID :
8. Educational Qualification (beginning with Matriculation onwards)

Qualification	Year of Pass	University / Board	%Of Marks	Class / Division

Note: Originals of the testimonials should be produced at the time of verification/ interview.

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)