

(File No.3/63/2017-SD/AM Advt. No. 14/2017)

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS

(An autonomous Trust under the Ministry of Culture, Government of India)

C.V. Mess, Janpath, New Delhi-110 001.

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

The IGNCA requires one position of **Project Coordinator** to coordinate and work for Hindi translation projects in the Regional Centre, Varanasi.

Project Areas:

Regional Centre, Varanasi is engaged in Publication of the Kalatattvakosha: A Lexicon of fundamental terms of Indian Arts; preparation of a critical edition of the Nevari version of the Natyashastra; publication of the volumes of Vakyapadiya; organization of memorial lectures, series of Kashi Vyakhyanmala and organization of events related to artistic tradition. Regional Centre has recently started the project related to Hindi translation of the fundamental texts as well as volumes of the Kalatattvakosha.

Project Coordinator:

Name of Position -	Project Coordinator
Number of Position-	One
Duration-	Initially for a period of one year
Remuneration -	60,000/- per month
Age limit-	Not exceeding 55 years (as on 6.12.2017)

Work Profile:

Project Coordinator will coordinate the project on Hindi translation of the fundamental text etc. and report to the Regional Director, R.C., Varanasi. He/she will have to check press copy submitted by scholars, processing for publication and coordination with publication unit of IGNCA. He/She will have to contribute in the area of Hindi translation from Sanskrit and also to contribute in other projects of Regional Centre, Varanasi.

Educational Qualifications:

Master Degree and PhD in Sanskrit from a recognized University.

Experience :

At least eight years' experience in the area of Sanskrit studies after Ph.D.; experience in translation work from Sanskrit to Hindi. The candidate should have published works (Books and Research Papers), especially work related to Sanskrit to Hindi translation.

Contd...2/-

Job Responsibility:

1. Coordination of the project and report to Regional Director, RC, Varanasi.
2. Checking of press copy submitted by scholars.
3. Processing for publication and coordination with publication unit of IGNC A.
4. To contribute in the area of Hindi translation from Sanskrit.
5. To contribute in other project of Regional Centre, Varanasi.

Travel :

He /she will be eligible to travel within India in connection with official work. He/she will be eligible for TA/DA as per IGNC A Rules.

Leave :

He/she will be entitled for leave @ two and half days for each completed calendar month of service. The leave of one year will not be carried forward for next calendar year. No other kind of leave shall be admissible under any circumstances.

Place of Posting:

He/she will be posted at Regional Centre Varanasi.

Mode of selection :

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 6th December, 2017 at 10:30 am in the IGNC A's Regional Centre situated at Parshvanath Vidyapeeth Campus, I.T.I. Road, Karaundi, Varanasi. Candidates are requested to report at 9:30 am for verification of certificates and only eligible candidates will be allowed to appear for interview.

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

Director(Admn.)

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
Regional Centre
Parshvanath Vidyapeeth Campus, Varamasi

Passport size
Photograph

Application for the position of : **Project Coordinator**

1. Name (in block letters) :
2. Father's Name :
3. Date of Birth (in Christian era) :
4. Age as on 6.12.2017 :
5. Correspondence Address with mobile no. & e-mail ID :
6. Address (permanent) :

7. Educational Qualification (beginning with Matriculation onwards)

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

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

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

Office /Institution	Post held	Experience From/To/Total period	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)

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 of the Applicant)

