

File No: 3/45/2016-SD/AM (Adv. No. 05 /2019
Indira Gandhi National Centre for the Arts
C.V. Mess, Janpath, New Delhi – 110001
(An Autonomous Trust under Ministry of Culture, Govt. of India)

**Advertisement for the posts of Regional Director in Regional Centres
Filling up of the posts of Regional Director for Regional Centres at Vadodara and Jammu/Srinagar**

Indira Gandhi National Centre for the Arts (IGNCA), an Autonomous Trust under the Govt. of India, Ministry of Culture, invites applications in the prescribed format for the post of Regional Director, for its Regional Centres at Vadodara and Jammu/Srinagar on a consolidated remuneration of Rs. 1,20,000/- per month. The positions are to be filled up on short term contract basis initially for a period of one year from the candidates having following educational qualification and experience:-

1. Essential:

- (i) Masters Degree in Humanities/Arts/Language/Science/Engineering from a recognized University/Institute, with 55% of marks;
- (ii) At least 10 years experience in executive/supervisory level in the Central/State/Autonomous Institutions/Universities/Cultural organisation.

2. Desirable:

- (i) Ph.D. in relevant subject
- (ii) Consistently good academic record.
- (iii) An Awareness and/or knowledge of one or more of the art forms and a general empathy and understanding of the others.
- (iv) Prior experience of having worked in the arts and culture space either in an individual capacity or as part of a Government or private arts organisation/NGO.
- (v) Administrative/managerial capabilities displayed in prior roles and responsibilities.
- (vi) Ability to interface with other organisations in the same field and with Central and State Government agencies and bodies.
- (vii) Good oral and written communication skills.
- (viii) Experience in the use of modern technology in the cultural spheres like Archives, audio-visual resources etc.
- (ix) A proven track record of research and documentation with output in the form of books, publications, research papers and/or journals.

3. Age: Not exceeding 56 years.

Application of interested and eligible persons, as in the prescribed proforma as at Annexure-I, alongwith complete details, should reach the office of Director (Admin), IGNCA, C.V. Mess, Janpath, New Delhi 110 001 **by 11 March 2019**. Only eligible candidates will be allowed to appear for interview.

The IGNCA reserves the right to reject any application on valid grounds. The decision of the IGNCA regarding selection of applicants for interview shall be final and binding.

Director (A)
IGNCA

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS

Application form for the post of _____

Recent
Passport size
Photograph

1. Name & Address (in block letters) :
2. Father's Name :
3. Date of Birth (in Christian era) & Age :
4. Address for correspondence with :
Ph Nos. Office/Res./Mobile/E-mail ID

5. Address (Permanent) :

6. Educational Qualifications (beginning with Matriculation, onwards) :

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

7. 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 rule, state the authority for the same):

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

9. 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 sheet If required)	Total qualified service of substantive post

10. In case the present employment is held on deputation/contract basis please state:

- (a) The date of initial appointment
- (b) Period of appointment on contract/deputation basis
- (c) The pay scale presently held
- (d) The current pay scale in your parent organization (if you had been there):
- (e) Name of the parent office/organization to which you belong
(Note: enclose a separate sheet, if space is insufficient)

11. 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)

12. 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)

13. Service to which belongs :

14. Nature of present employment i.e. ad-hoc or (temporary) quasi-permanent or permanent.

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

- (a) Central Government
- (b) Autonomous organization
- (c) Public Sector undertaking

16. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.

17. Existing total emoluments drawn per month.

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)

Date:

Forwarding Note by the Employer:

It is certified that:

- (i) Information given in the above proforma is correct as per the service record of the applicant
- (ii) The applicant is clear from vigilance angle
- (iii) The integrity of the applicant is beyond doubt
- (iv) That no major/minor penalty has been imposed on the applicant in last 10 years
- (v) The cadre controlling authority of the applicant has given its clearance for his applying for the above post.
- (vi) The ACR Dossier of the applicant for the last 5 years is enclosed with the application.

(Signature with seal of the authorized signatory on behalf of the employer)