

F.No.4/3/2018-SD/AM ADV.: No.04/2019)

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
(An Autonomous Trust under Ministry of Culture, Govt. of India)
C.V.Mess, Janpath
New Delhi- 110 001.

16th January, 2019

Advertisement for filling up the post of Assistant Archivist, Indira Gandhi National Centre for the Arts

Indira Gandhi National Centre for the Arts (IGNCA), an Autonomous Trust under the administrative control of Ministry of Culture, invites applications in the prescribed format for filling up one position of Assistant Archivist for Orthopedically handicapped person in IGNCA, New Delhi. The appointment will be on Direct Recruitment basis in Level 7 in the Pay Matrix Rs.44,900 – 1,42,400 (pre-revised scale PB-2: Rs.9300-34800 with grade pay of Rs 4600/-).

Eligibility Criteria:

Educational and Other qualifications/Experience:

For Direct Recruitment

- (i) Master's Degree in Indian Art, History/ Musicology /Conservation from a recognized University or equivalent
- (ii) Age not exceeding 26 years on the date of publication of the advertisement in the Employment News.

Closing Date:

Applications in the prescribed proforma alongwith prescribed Annexure-I should be sent to the Director (Admn.), Indira Gandhi National Centre for the Arts, CV Mess Building, Janpath, New Delhi 110 001 so as to reach within 30 days from the date of publication of the advertisement in the Employment News. Only eligible candidates will be allowed to appear for the interview.

Director (Admn.)

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS

Application form for the post of Assistant Archivist

**Please affix
the self
attested
photo**

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

7. Address (Permanent) :

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

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

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

10. 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	Experience			Basic pay and pay scale/pay band held	Nature of duties in detail (attach separate sheets, if required)	Familiarity with ICT applications
		From Total	To				

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) Professional training
- (iii) Work experience over and above prescribed in the vacancy circular/advertisement

(Note: enclose a separate sheet, if space is insufficient)

12. Service to which you belong :

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

- (a) Government
- (b) Autonomous organization

- (c) Public Sector undertaking
- (d) Public Sector undertaking
- (e) Academic and Research Institutions
- (f) Universities

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:

Place:

Certificate to be furnished by the Employer/Head of Office/Forwarding Authority

Certified that the Particulars furnished by Shri/Ms _____ are correct and he/she possesses education qualifications and experience mentioned in the vacancy circular. Also certified that there is no Vigilance case pending/contemplated against him/her.

ii) The attested copies of ACR/APAR Dossier of the applicant for the last 5 years are enclosed.

iii) The cadre controlling authority of the applicant has given its clearance for his/her applying for the above post.

Signature

**Name & Designation
(Office Seal)**