

03/01/2025

**File No.3//27/2022/SD/AM**  
**Indira Gandhi National Centre for the Arts**  
**Brihattar Bharat & Area Studies**

**Advertisement for engagement of**  
**Project Associates and Project Assistants**

The Department of Area Studies and Brihattar Bharat at IGNC A has been dedicated to the study, documentation, and publication of the historical and cultural relations that have spanned centuries between different regions of India and Asia. In addition, the department focuses on examining and documenting the shared cultural heritage of India and the countries of Southeast Asia, East Asia, West Asia, and Central Asia. The Division has been collaborating between India and the world with a view to commemorate our close historical and cultural relation.

IGNCA is looking for Project Assistants and Project Associates to work in the Brihattar Bharat & Area Studies Division. Brihattar Bharat project proposal requires preparing a bibliography of primary and secondary sources, including journals, published documents, and various academic work/records published on the different regions of Asia-pacific with the sphere of Brihattar Bharat or Indosphere.

Brihattar Bharat, IGNC A intends to engage following posts on contract basis:

Post Name	Number of Position	Details of the position	Qualifications
Project Assistant	02	<ul style="list-style-type: none"> <li>• Remuneration Rs 30,000/- per month for each post</li> <li>• Period: Minimum 01 (One) Year</li> <li>• Age: Not more than 30 years</li> <li>• Place of posting- Delhi</li> </ul>	<p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>➤ The candidate must have completed Master of Arts/M. Phil. In Indian History/Art/Culture /Archaeology and Heritage Management from a University/ Institution recognized by the UGC</li> <li>➤ Skilled at working on Computers, typing, Microsoft tools and sound knowledge of preparing of PPT</li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>➤ Knowledge of documentation, exhibition and outreach programme will be preferable.</li> <li>➤ The candidate should have an excellent academic background and familiarity with the Indian Art, Culture and Society.</li> </ul>
Project Associate	02	<ul style="list-style-type: none"> <li>• Remuneration Rs 40,000/- per month for each post</li> <li>• Period: Minimum 01(One) Year</li> <li>• Age: Not more than 35 years</li> <li>• Place of posting- Delhi</li> </ul>	<p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>➤ Candidate must have two years of Research work experience or Ph.D in Indian History /Art / Culture/ Archaeology and Heritage Management from a University /</li> </ul>



			<p>Institution recognized by the UGC</p> <p>➤ Skilled at working on Computers, typing, Microsoft tools, and basic knowledge of Photoshop and designing.</p> <p><b><u>Desirable</u></b></p> <p>➤ Knowledge of documentation, editing, mounting exhibition, outreach programme, conducting webinars, events, conferences and workshop etc. will be preferable</p> <p>➤ The candidate should have an excellent academic background and familiarity with the Indian Art, Culture and History.</p>
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**Tenure:**

- Initially for a period of one year, and extendable based on performance and requirement
- Selected candidates will be required to join immediately.

**Important Note**

- **Place of Interview:** Room No. 206, second floor A-Wing, IGNC A Janpath, New Delhi
- **Mode of Selection:** Walk in Interview
- **Date of Interview:** 15<sup>th</sup> January 2025 for Project Assistant  
16<sup>th</sup> January 2025 for Project Associate
- **Time:** 11.00 A.M.
- **Reporting time:** 10. A.M.

Candidates are requested to bring the filled application form given below along with updated resume and self-attested copies of all testimonials (Academic Mark sheet/ Experience Certificates). Original and copy of Identity Proof (Aadhaar Card/ Pan Card/ Voter-ID/ Driving License) is mandatory to bring. Candidates are requested to report on time for verification of original certificates and only eligible candidates will be allowed to appear for the interview.

A Candidate if selected will have to submit, at the time of joining, two reference letters/testimonials obtained from previous employer/organization/institution where the candidate has either worked or studied and such reference letters should have been issued within a month.

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

Director (Admn.)



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

**APPLICATION FORM**

Application for the position:

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Recent  
Passport size  
Photograph

1. Name (in block letters) :
2. Father's Name :
3. Date of Birth (in Christian era) :
4. Correspondence Address :
  
5. Permanent Address :
  
6. Telephone No. /Mobile No. :
7. E-mail ID :
8. Aadhaar No. :
9. PAN Card No. :
  
10. Educational Qualification (in ascending order) :

S.No.	Qualification	Year of passing	University/ Institution	% of marks	Class/Division

11. 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):
  
12. Please state clearly whether in the light of entries made by you above, you meet the

requirement of the post :

13. Details of Employment, in ascending order (**enclose a separate sheet duly authenticated by your signature, if the space below is insufficient**):

S. No.	Organisation/ Institution/ Office	Post held	From & To	Please indicate: i)Scale of pay ii)Basic Pay iii)Grade pay iv)Consolidated Pay v)Regular/ Contractual	Employer's full Name, Address and Contact No. of the Concerned Officer

14. 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)

15. 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)

I undertake to submit that I have gone through all details of the vacancy circular/advertisement and accordingly I have submitted by Curriculum Vitae for the selection to the said post. In case of any discrepancy, I will be held solely responsible.

**(Signature of the Candidate)**