

File No: 3/10/2016-SD/AM
INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS, IGNCA. NEW DELHI
(An Autonomous Organisation under the Ministry of Culture)
Janpath Hotel Building, Janpath, New Delhi-110001

Date: 02.08.2021

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.

IGNCA desire to fill-up one position of Director (Mausam) on Contractual basis. The eligibility criteria, educational qualification(s), terms & conditions and mode of selection(s) for engagement of Director (Mausam) is as under:-

POSITION: DIRECTOR (MAUSAM)

No. of Post: 01 (one)

Duration of work – Initially for a period of one year (may be extended based on performance and requirement).

Age Limit: Not less than 45 years as on 01.07.2021 and retired person(s) with age limit to 65 years.

Remuneration: Rs.75,000/- per month, and negotiable depending upon experience and suitability for the job.

Educational Qualification:

- Master's Degree with 55% marks in Art History/Museology/History/Fine Arts/Conservation/Anthropology or Management related or allied field from any recognized University.

Desirable Qualifications

- Experience of at least 10 years in organizing major events /managing arts and culture space/curating significant exhibitions/managing cultural institutions/project designing/outreach/product and market development as part of Government or private art organization.
- Proficiency in MS Office, basic proposal writing and event management skills.
- Very good written and verbal communication skills in English and Hindi
- Ability to work efficiently on fast-paced projects with defined timelines.

Mode of Selection

An advertisement will be published in Delhi's leading newspapers and applications would be screened through short listing as per eligibility followed by an interview. Only shortlisted candidates will be called for an 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 online/offline interview shall be final.

Closing Date:

Duly completed application and self-attested copy of the testimonials, experiences if any should be sent to the **email: ignca.admn@gmail.com** with the subject as ***"Application for the post of Director (Mausam)"***.

Completed application should reach to the above email on or before **27.08.2021** from the date of publication of the advertisement in the newspapers and website of IGNC A. Late submission of application will not be considered.

Only shortlisted candidates will be allowed to appear in the online/offline interview. They will be informed of the online/offline interview date and time on an email.

Originals of the testimonials and proof of address should be produced for verification at the time of online/offline Interview.

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 applicant)

Date: 02.08.2021 Place: New Delhi

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
Janpath Hotel Building, Janpath, New Delhi-110001.

APPLICATION FORM

Place for
affixing
Passport
size Photo

Application for the position: _____

1. Name (in block letters) :
2. Father's Name :
3. Date of Birth (in Christian era) :
4. Correspondence Address :
5. Address (permanent) :
6. Contact Telephone No. / Mobile No. :
7. Email :
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. 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 you signature, if the space below is insufficient.

Office / Institution	Post held	Experience (From / To / Total)	Pay / Emoluments drawn	Nature of duties in detail (attach sheets if required)

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) Candidates should enclose a detailed CV.
- (ii) Additional academic qualification.
- (iii) Professional training.
- (iv) Work experience over and above experience in the vacancy circular / advertisement (Note: enclose a separate sheet if space is insufficient).

12. Additional details about the present employment. Please state whether working under : (a) Central Government (b) Autonomous organisation (c) Public Sector Undertaking.
