

**File No. 12/55/2023-SD/AM
REGIONAL CENTRE-GOA**

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS (IGNCA)

Date: 12.06.2026

ADVERTISEMENT FOR THE POST OF PROJECT ASSISTANT AND FIELD INVESTIGATOR

The Indira Gandhi National Centre for the Arts (IGNCA), Regional Centre-Goa invites applications for the post of **Project Assistant and Field Investigator** to work on the research project titled "**Tribal Gazetteer of Goa.**"

I. Project Details

- **Project Title:** Tribal Gazetteer of Goa.
- **Scope of Work:** Documentation of the demographic, social, historical, and cultural aspects of the tribal communities of Goa through archival research and field documentation.

(1). Name of the Post: Project Assistant

- **Number of Posts:** 01(One)
- **Consolidated Remuneration:** Rs.30,000/- per month.
- **Duration:** 12 Months.
- **Place of Work:** IGNCA Regional Centre-Goa and extensive field work across various talukas of Goa.
- **Essential Qualification:** Master's Degree (Postgraduate) with a minimum of 55% marks in Anthropology, Sociology, Social Work, History, Folklore Studies, Political Science, Psychology, Development Studies, Tribal Studies from a recognized University.
- **Desirable Skills:**
 - Prior experience in ethnographic fieldwork and archival research.
 - Proficiency in **Konkani and Marathi** (essential for fieldwork and reading local historical records).
 - Strong computer skills (MS Office, Data Entry, and basic Quantitative Analysis).
 - Ability to coordinate between government departments and academic bodies.

- **Key Responsibilities**

- Assisting in the collection of primary and secondary data from the Archives, Gazetteers, Tribal Welfare and other related departments.
- Conducting field visits to tribal settlements for documentation and interviews.
- Transcription of interviews and digitization of historical records.
- Assisting the Core Committee in organizing meetings and drafting chapters for the Tribal Gazetteer.
- Maintaining project files and administrative documentation as per the Government administrative requirements.

(2). Name of the Post: Field Investigator

- **Number of Posts:** 01(One)

- **Consolidated Remuneration:** Rs.20,000/- per month.

- **Duration:** 9 Months.

- **Place of Work:** IGNCAR Regional Centre-Goa and extensive fieldwork across various talukas of Goa.

- **Essential Qualification:** Bachelor's Degree (Undergraduate) with a minimum of 55% marks in **Anthropology, Sociology, Social Work, History, Folklore Studies, Political Science, Psychology, Development Studies, Tribal Studies** from a recognized University.

- **Desirable Skills:**

- Prior experience in ethnographic fieldwork and archival research.
- Proficiency in **Konkani and Marathi** (essential for fieldwork and reading local historical records).
- Strong computer skills (MS Office, Data Entry, and basic Quantitative Analysis).
- Ability to coordinate between government departments and academic bodies.

- **Key Responsibilities**

- Assisting in the collection of primary and secondary data from the Archives, Gazetteers, Tribal Welfare and other related departments.
- Conducting field visits to tribal settlements for documentation and interviews.
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- Assisting the Core Committee in organizing meetings and drafting chapters for the Tribal Gazetteer.
- Maintaining project files and administrative documentation as per the Government administrative requirements.

II. Other Details

- **Place of Interview:** Ravindra Bhavan-Sankhali, Regional Centre-Goa, IGNCA, North Goa-403505
- **Mode of Selection:** Through Walk-in-Interview.
- **Date of Interview:** 30-06-2026 (Tuesday)
- **Reporting Time:** 9:30AM

III. General Terms & Conditions

- The engagement is purely on a contract basis and does not confer any right for regularization in IGNCA.
- No TA/DA will be paid for appearing in the interview.

Candidates are required to fill in the prescribed form given below supported by updated CV and self - attested copies of testimonials (Academic Mark sheet /Experience Certificates) and submit them to the IGNCA during the Interview. Original and copy of identity proof (Aadhaar card/ Pan Card/Driving license/Voter-Id) 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 IGNCA reserves the right to accept or reject any or all applications without assigning any reason. The decision of the IGNCA regarding selection of applicants for the interview and/or engagement shall be final and binding.

Deputy Secretary (A)
IGNCA

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

APPLICATION FORM

Recent Passport
size Photograph

Application for the position:

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)