

File No. 12/01/2023-SD/AM
INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS
(An Autonomous Trust under the Ministry of Culture, Govt. of India)
JANPATH BUILDING, JANPATH, NEW DELHI-110001

Date: 12.06.2026

The Indira Gandhi National Centre for the Arts (IGNCA) is an autonomous Trust under the Ministry of Culture, Government of India. It is visualized as a centre, encompassing the study of all arts especially in their dimension of inter-relationship and mutual interdependence. The IGNCA seeks to place the arts within the context of the natural and human environment. Fundamental approach of the centre in all its work is multi-disciplinary and holistic.

The Conservation Division of IGNCA intends to engage the following position under the newly established unit "Built Heritage Initiative" purely on contractual basis initially for a period of one year by inviting applications followed with scheduled Personal Interview. **Application may be forwarded to Deputy Secretary (Administration) Indira Gandhi National Centre for the Arts, A Wing, Room No. 314, IIIrd Floor, Janpath Building, Janpath, New Delhi 110001**, The eligibility criteria and other terms & conditions of engagement are as under:

1. **Name of the Post** : **Specialist Heritage Conservation Consultant**
 - ✓ **Number of Post** : one(01)
 - ✓ **Duration** : Initially for one year which may be extended as per performance and requirement.
 - ✓ **Age Limit** : Not exceeding 60 years as on 05.06.2026
 - ✓ **Remuneration** : Rs. 1,50,000/- per month and Rs. 10,000/- per month Transport Allowance (Total Rs. 1,60,000/- per month)
 - ✓ **Essential Qualification** : Master's degree in Architectural Conservation (M.Arch – Conservation) with Additional specialization in Heritage Management, Archaeology, or Museology.

2. **Work Experience:**
 - ✓ Minimum 25 years of experience in the field of architectural conservation.
 - ✓ Experience in preparing DPRs, managing heritage projects, and adaptive reuse of heritage buildings.
 - ✓ Must have successfully completed at least five such projects for government agencies.
 - ✓ Experience in handling international projects is desirable.
 - ✓ At least 5 years of administrative experience as a team leader or head of an institution/organization.
 - ✓ Experience in conducting and delivering training programs in architecture and conservation in India or abroad.
 - ✓ The consultant should have received national or international recognition through awards/honours for their work and should have published at least five books/manuals or articles related to architectural conservation in national/international journals.

Desirable Qualifications

- ✓ Experience in designing museums or cultural centres inside heritage buildings.
- ✓ Ph.D. degree will be an added advantage.
- ✓ Additional qualifications/training in art conservation, disaster management, world heritage, etc. will be preferred.
- ✓ Knowledge of advanced technologies such as laser scanning and GIS for conservation/documentation work will also be preferred.

✓ **Other Details**

- ✓ **Place of Posting** : **IGNCA, New Delhi**
- ✓ **Mode of Selection** : **Shortlisting of applications followed with Scheduled Personal Interview**

Candidates are requested to fill in the prescribed form given below, supported by self attested copies of testimonials and send it to Deputy Secretary (Administration) Indira Gandhi National Centre for the Arts, A Wing, Room No. 314, IIIrd Floor, Janpath Building, Janpath, New Delhi 110001 **within 14 days of publishing the advertisement**. Shortlisting of the applications will be done as per the required qualifications and experience thereafter shortlisted candidates will be called for an interview, the date and time of the interview will be shared accordingly.

A candidate, if selected, will have to submit, at the time of joining, one reference letter/ testimonial obtained from previous employer/organisation/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 reasons. The decision of the IGNCA regarding selection of application for interview and or engagement shall be final and binding.

Deputy Secretary (Admn.)
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)