

File No: 12/102/2023-SD/AM

Indira Gandhi National Centre for the Arts

(An Autonomous Organization under the Ministry of Culture, Govt. of India)
Janpath Building, Janpath, New Delhi-110 001

Dated: 17.07.2023

The Indira Gandhi National Centre for the Arts (IGNCA) intends to engage one position of Project Associate (Animator/Multimedia) and One Project Assistant (Rock Art archaeology) purely on a contractual basis. The job specifications, eligibility and other terms & conditions are given as under:-

I. Project Associate (Animator/Multimedia) – 01 (One)

Educational Qualifications:

- Graduate with at least 55 % marks in any subject from recognized University/institute.
- Post Graduate Degree/PG Diploma in Animation from recognized University/ Institute.
- 2 Years experience in the field of Animation.

Desirable Qualifications:

- Working knowledge of Graphics Designing, Adobe in Design and Final Cut Pro (FCP).

Work Profile:

- Making Animated short films.
- Formatting, Designing of Departmental publications and promotional materials related Departmental events.
- Besides the above-mentioned works, any work given by the HoD (*Adi Drishya* Department) from time to time.

Age Limit - Maximum age 40 years as on 10.07.2023.

Monthly Emoluments– Rs. 45,000/- per month.

Duration : Two Years.

II. Project Assistant (Rock Art-archaeology) - 01 (one)

Educational Qualifications:

- Post Graduate with at least 55 % marks in the subject of Ancient History & Archaeology from reputed University/research centre/institute.

- Preferably having experience in the field of archaeology and rock art.
- Good knowledge of computer.
- Good skill in English and Hindi Language.

Work Profile

- **Field Work**- Survey, Documentation etc.
- **Orientation Workshop:**
- **Mobile Exhibition**
- **Seminar**
- Besides above-mentioned works, any work given by the HoD (*Adi Drishya* Department) from time to time.

Age Limit - Maximum age 35 years as on 10.07.2023.

Monthly Emoluments– Rs. 30,000/- per month.

Duration - Two Years.

Other Details:

Date of Interview: 03.08.2023 at 10:30 am

Place of Interview: IGNCA, Rock Art Unit, 4th floor, A- wing, Conference Hall, Janpath Building, Janpath, New Delhi.

Candidates are requested to bring updated resume supported by self attested copies of testimonials. Candidates are requested to report at 10:00 am for verification of original certificates and only eligible candidates will be allowed to appear for the interview.

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 interview and/ or engagement shall be final and binding.

Director (A)
IGNCA



INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS

Application form for the Position of _____

**Please affix the
self attested
passport size
photo**

1. Name & Address (in block letters) :

2. Father's Name :

3. Date of Birth (in Christian Era) :

4. Age as on 10.07.2023 :

5. Address for correspondence with
Ph Nos. Office /Res/Mobile/E mail :

6. Address (Permanent) :

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

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

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

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)
		From Total	To			

9. 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)

10. Service to which you belong:

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

- (a) Central Government
- (b) Autonomous organization
- (c) Public Sector undertaking

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: _____