

F. No. 12/364/2026-SD/AM
Indira Gandhi National Centre for the Arts
Janpath Building, Janpath Road, New Delhi – 110 001
(An Autonomous Trust under Ministry of Culture, Government of India)

Dated: 21.08.2026

The Indira Gandhi National Centre for the Arts (IGNCA), an autonomous Trust under the Ministry of Culture, Government of India is visualized as a Centre encompassing the study of all arts, especially in their dimension of interrelationship and mutual independence. 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.

The IGNCA intends to engage two (02) post of Graphic Designer purely on a contractual basis initially for a period of one (01) year. The eligibility criteria and other terms & conditions of engagement are as under:

1. POSITION: GRAPHIC DESIGNER

Number of Positions: Two (02) –may vary, depending upon requirement

Essential Qualifications:

- Graduation from any recognised university or Bachelor's Degree in Fine Arts (BFA) or Bachelor's Degree in Design (B. Des).
- Minimum 03 years of experience in Graphic Designing.
- Working knowledge in Adobe Creative Cloud apps like Adobe Photoshop, Adobe Illustrator and Adobe In Design.

Desirable Qualifications:

- Strong communication skills with good command over English and Hindi
- Certificate /Diploma in Graphic Designing would be given preference.
- Experience in Handling and creation of Social media content.
- Have worked in the field of Arts & Crafts.

Work Profile:

The Graphic Designer will be responsible for all design work related to the division, including:

- Designing of Books, Brochures, Reports, Newsletters and monthly magazines etc.
- Banners, standees, Backdrops and info graphics.
- Letter heads , visiting cards and stamps etc.
- To perform other duties as and when required.

Cont..... on 2 page.

Duration of work – Initially for a period of one year and extendable based on performance and requirement.

Age Limit: 35 years as on the date of interview

Remuneration: Rs.40,000/- per month

Travel: He/ She will be expected to travel within India in connection with official work. He/ She will be eligible for TA/ DA as per IGNCAs rules.

Place of posting: He/ She will be posted in New Delhi.

Mode of Selection: Walk-in-Interview

- **Date of Walk-in Interview & Time:** 1st September , 2026 at 11:00 AM
- **Reporting Time** - 10:00AM
- **Place of Interview** – Room No. 206, Chamber of HoD (JS), B Wing 2nd Floor, IGNCAs, Janpath, New Delhi-110001

**Deputy Secretary
Administration
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)