

**F. No: 12/298/2025-SD/AM**

**INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS**

Janpath Building, Janpath, Road, New Delhi - 110001

(An Autonomous Trust under the Ministry of Culture, Government of India)

**Dated: 27.02.2025**

The Indira Gandhi National Centre for the arts (IGNCA) an autonomous institution under the Ministry of Culture, Govt. 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 Kalakosa Division intends to engage one position of Project Associate and two positions of Project Assistant, purely on contractual basis initially for a period of one (01) year in various academic projects under Kalakosa Division.

**1. POSITION: *Project Associate***

- **NUMBER OF POSITION** - 01 (One)
- **DURATION OF CONTRACT** - Initially for a period of one year, and extendable based on performance and requirement.
- **AGE LIMIT** - Not more than 32 years (as on the date of interview).
- **REMUNERATION** - Rs. 40,000/- per month (fixed)

**2. ESSENTIAL QUALIFICATIONS:**

- M.PHIL./ M. A. in Sanskrit from any recognized university,
- Two years' work experience in a reputed institution (as on date of publishing the advertisement on the IGNCA Website),
- Good command over Sanskrit, Hindi and English (written and oral).

**3. DESIRABLE QUALIFICATIONS:**

- Minimum two research papers published in Peer reviewed journals,
- Sound knowledge of word-processing in computers,
- Ph. D in Sanskrit.

**4. MODE OF SELECTION:**

- Candidates should appear for the interview with all their documents, degrees, experience certificates, and publications etc.
- **Date & Time of Interview: 05 March, 2025 at 10:30 AM**
- **Reporting Time: 10:00 AM (Application forms will not be accepted after 11:00 AM)**
- **Place of Interview: IGNCA Kalakosa Division, Room No. 406, 4<sup>th</sup> Floor, A- wing, Janpath, New Delhi.**

**1. POSITION: *Project Assistant***

- **NUMBER OF POSITIONS** - 02 (Two)
- **DURATION** - Initially for a period of one year, and extendable based on performance and requirement.
- **AGE** - Not more than 30 years (as on the date of interview).
- **REMUNERATION** - Rs. 30,000/- per month (fixed)

**2. ESSENTIAL QUALIFICATIONS:**

- Masters' Degree in Sanskrit/English/Philosophy/Art-History.
- Good knowledge of Sanskrit, Hindi and English.

**3. DESIRABLE QUALIFICATIONS:**

- Minimum two research papers published in Peer reviewed journals,
- Sound knowledge of word-processing in computers.

**4. MODE OF SELECTION:**

- Candidates should appear for the interview with all their documents, degrees, experience certificates, and publications etc.
- Date & Time of Interview: 05 March, 2025 at 10:30 AM
- Reporting Time: 10:00 AM (Application forms will not be accepted after 11:00 AM)
- Place of Interview: IGNCAL Kalakosa Division, Room No. 406, 4th Floor, A- wing, Janpath, New Delhi.

**OTHER DETAILS APPLICABLE ON BOTH ABOVE:**

**Place of Posting:** IGNCAL, New Delhi.

Candidates are requested to mandatorily bring the filled application form given below along with updated resume and self-attested copies of all testimonials (Academic Mark sheet / Experience Certificates), Original and Copy of Identity Proof (Aadhar Card/Pan Card/Voter-ID/Driving License). 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 within a month.

The IGNCAL reserves the right to accept or reject any or all applications without assigning any reason. The decision of the competent authority of IGNCAL regarding selection of applicants for interview and/ or engagement shall be final and binding.

**Director (Admn.)**

**IGNCAL**

**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:

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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)**