



NATIONAL ACADEMY OF MUSIC, DANCE AND DRAMA
New Delhi

Sangeet Natak Akademi, an autonomous body of the Government of India, Ministry of Culture invites applications for the following posts in the Akademi :

1. Deputy Secretary (Drama)

PB-3 Rs.15,600 - 39,100 + Rs. 6,600/- Grade Pay (Total approximate emoluments including allowances - Rs. 45,000/- p.m.)

Qualification and Experience

Essential

- Post Graduate Degree preferably in Ancient Indian Art & Archaeology / Humanities / Social Sciences / Drama.
- Additional professional qualification in the specific area of Drama.
- Understanding and knowledge of performing arts as performer / writer / producer / researcher.

Desirable

- Experience in formulating, planning and administering projects/schemes dealing with performing arts.
- Experience of working at a senior level in a comparable organization and awareness of Government rules and regulations.

Age

Between 35-45 years relaxable by five years in case of persons employed in Central Govt. / State Govt. / Autonomous body. Age also relaxable upto five years for SC/ST candidates.

Note: The post of Deputy Secretary (Drama) will be filled up by composite method of recruitment including direct recruitment or deputation. In case of deputation application will be considered from amongst officers under the Central / State Govts. / Autonomous Organizations holding analogous post or with 5 years service in the post in the scale of PB-2 Rs.9300-34800 + Rs.5400 grade pay / PB-3 Rs.15,600-39,100 + Rs.5,400/- grade pay or 8 years service in the scale of PB-2 Rs.9300-34800 + Rs.4800/- grade pay or equivalent and possessing qualifications and experience prescribed above.

2. Publication Assistant

PB - 2 Rs. 9,300 - 34,800 + Rs. 4,200 Grade Pay (Total approximate emoluments including allowances - Rs. 26,850/- p.m.)

Qualification and Experience

Essential

- Degree from a recognized University preferably in Humanities / Social Sciences.
- At least 3 years experience in proof reading, designing layout, printing and publishing of books / journals etc. in a reputed publishing organization.

Desirable

Knowledge and acquaintance with the Indian performing arts and editing of journals books, magazines.

Age

Between 28-35 years. Relaxable by 5 years in case of persons employed in Central / State Govt. / autonomous body. Age also relaxable by 5 years for SC/ST candidates.

Application on plain paper with complete bio-data including Date of Birth, educational qualifications, experience etc. accompanied by attested copies of certificates / testimonials should reach **The Secretary, Sangeet Natak Akademi, Rabindra Bhavan, Ferozeshah Road, New Delhi – 110001** in a sealed envelope superscribing thereon, application for the post of Deputy Secretary (Drama) / Publication Assistant as the case may be, submitted by **20 November 2011**. Candidates working in Government departments / autonomous organizations / PSUs who fulfill the requirements may send their applications through proper channel, supported with a certificate from the applicant's office certifying his or her grading of annual confidential report for the last five years. No TA/DA will be reimbursed by the Akademi for attending the interview. SC/ST candidates will be paid second class rail / bus fare by the shortest route from their place of residence to New Delhi and back on production of railways / bus ticket.

Akademi reserves the right to reject any or all applications and cancel the recruitment proceedings at any time without assigning any reason thereof.

Age limit shown against each post can be further relaxed in exceptional cases.

Person(s) selected are liable to be posted anywhere in India, in the Headquarter or Constituent Units / Centres of the Sangeet Natak Akademi.

E-mail: mail@sangeetnatak.gov.in ,

Website: <http://www.sangeetnatak.gov.in>