



ललित कला अकादेमी
Lalit Kala Akademi
National Academy of Art, New Delhi

**Consultant (Administration, Accounts & Programme) (One) Walk-in-Interview on 22.06.2018
from 11 am to 1pm:**

The Akademi intends to hold a Walk-in-interview for the post of Consultant (Administration) initially for a period of one year on 22nd June, 2018 (from 11am to 1pm) at the office of Lalit Kala Akademi, Rabindra Bhawan, New Delhi.

Essential Qualification:

- a) 15 years experience in administration in a senior capacity preferably in Central/State Government or in autonomous organizations, following rules similar to the Central Government. Preference will be given to retired from the post of Assistant Section Officer/Section Officer/Under Secretary/Deputy Secretary/Director or equivalent is eligible for the position of Consultant having experience in matters relating to Establishment, Administration, Finance and Accounts, Policy matters, Parliamentary matters, legal matters, tender etc. The candidates should have sound knowledge of FRSR and GFR, Pension Rules, Conduct Rules etc.
- b) Preference will be given to the employees who has retired as Under Secretary/Section Officer or its equivalent from the Ministry of Culture/ Autonomous Body in the field of Visual Art.

Age: Below 70 years.

Salary: Consolidated Rs. 35,000/- per month.

Interested candidate may come for an interview alongwith filled up application form in the enclosed prescribed format at Annexure - 'A', passport size photograph, original certificates of qualification and experience and attested copies of the same on the date and time mentioned above. Persons engaged for the purpose will have to achieve the targets as fixed by the department. The services are purely on contractual basis for the aforesaid period. However, it can be curtailed/ terminated at any time without assigning any reason whatsoever.

LALIT KALA AKADEMI
RABINDRA BHAWAN NEW DELHI

Self Attested

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Application form for the posts of.....

1.	Full Name (In Capital Letters)					
2.	Father's Name					
3.	Mother's Name					
4.	Date of Birth					
5.	Address for Communication (In Capital Letters)					
6.	Permanent Address (In Capital Letters)					
7.	Mobile no.			Category SC/ST/OBC :		
8.	Nationality			Male/Female :		
9.	E-mail Id					
10.	Detail of Educational, Professional & Technical Qualification					
	Exam Passed	Institution/University	Subject/ Studied	Duration of Study	Year of Passing	% of Marks
	Matriculation					
	Intermediate					
	Graduation					
	Post-Graduation					
	Technical Qualification					
	Others if any					
11.	Details of Experience (Starting from present)		Name of the office	Period of working	Nature of work	Emolument drawn

I declare that I fulfil the eligibility condition as per the advertisement and that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility conditions according to the requirements mentioned in the advertisement, my candidature/appointment is liable to be cancelled.

Place :

Date :

(Signature of Candidate)