



LALIT KALA AKADEMI  
(NATIONAL ACADEMY OF ART)  
RABINDRA BHAVAN, NEW DELHI

The Lalit Kala Akademi an autonomous organisation established by the Govt. of India, Deptt. of Culture invites applications from eligible candidates for the filling of the following posts on regular basis:

Sl. No.	Name of the post	No. of Post	Reserva- tion of Post	Place of Post	Pay Band & Grade Pay
1	Production Assistant	1	UR	Delhi	PB-2 9300-34800+4600
<b>Age:</b> Below 30 years (relaxable up to a maximum of fifteen years in case of candidate working in Govt./Autonomous organisation).					
2.	Supervisors	7	UR -4 SC -1 OBC- 2	<b>Lucknow-</b> 2 posts (One each in Graphic and Ceramic) <b>Kolkata-</b> 1 post (Sculpture) <b>Chennai-</b> 3 posts (1 each post in Graphic, Ceramic and Sculpture) <b>Delhi-</b> 1 post (Graphic)	PB-2 9300-34800+4600
<b>Age:</b> Below 35 years (relaxable up to a maximum of 15 years in case of candidate working in Govt./Autonomous organizations).					
3.	Sr. Computer Clerk/Stenographer Gr. II	5	UR - 3 SC- 1 OBC- 1	Delhi	PB-1 5200-20200+2400
<b>Age:</b> Between 18 and 30years (relaxable upto a maximum of fifteen years in case of candidate already employed in Government/Autonomous organisation).					
4.	Telephone Operator/Receptionist	1	UR	Delhi	PB-1 5200-20200+2400
<b>Age:</b> Between 18 and 25 years (relaxable up to a maximum of fifteen years in case of candidate already employed in Government/Autonomous organisation)					
5.	Electrician cum Pump Operator	1	UR	Delhi	PB-1 5200-20200+1900
<b>Age:</b> Between 23 and 30 years. (relaxable up to a maximum of fifteen years in case of candidate already employed in Government/Autonomous organisation in a similar capacity).					

The application form with details of the qualifications, experience, age etc. are available on Akademi's website [www.lalitkala.gov.in](http://www.lalitkala.gov.in). Last date of receipt of application is one month from the date of publication of this notice in the Employment News.

C.S. Krishna Setty  
Administrator

Dr. Sudhakar Sharma  
Secretary



ललित कला अकादेमी  
(राष्ट्रीय कला संस्थान)  
रवीन्द्र भवन, नई दिल्ली

भारत सरकार, संस्कृति मंत्रालय द्वारा स्थापित स्वायत्त संस्था ललित कला अकादेमी नियमित आधार पर निम्नलिखित पदों के लिए योग्य उम्मीदवारों से आवेदन आमंत्रित करती है -

क्र. सं.	पद का नाम	पदों की संख्या	आरक्षण	ड्यूटी का स्थान	वेतन और ग्रेड पे
1.	प्रोडक्शन सहायक	1	अनारक्षित	दिल्ली	पीबी-2 9300-34800+4600
<b>आयु :</b> अधिकतम 30 वर्ष (सरकारी/स्वायत्त संस्थान में कार्यरत उम्मीदवारों को अधिकतम 15 वर्ष की छूट)					
2.	सुपरवाइजर	7	अनारक्षित-4 अनुसूचितजाति-1 अन्य पिछड़ा वर्ग-2	लखनऊ- 2 पद (एक ग्राफिक और एक सीरेमिक) कोलकाता-1 पद (मूर्तिशिल्प) चैन्नई -3 पद ग्राफिक,सीरेमिक,और मूर्तिशिल्प में एक) दिल्ली -1 पद (ग्राफिक)	पीबी-2 9300-34800+4600
<b>आयु :</b> अधिकतम 35 वर्ष (सरकारी/स्वायत्त संस्थान में कार्यरत उम्मीदवारों को अधिकतम 15 वर्ष की छूट)					
3.	वरिष्ठ कम्प्यूटर लिपिक/आशुलिपिक-II	5	अनारक्षित-3 अनुसूचितजाति-1 अन्य पिछड़ा वर्ग-1	दिल्ली	पीबी-1 5200-20200+2400
<b>आयु :</b> न्यूनतम 18 वर्ष और अधिकतम 30 वर्ष (सरकारी/स्वायत्त संस्थान में कार्यरत उम्मीदवारों को अधिकतम 15 वर्ष की छूट)					
4.	टेलिफोन ऑपरेटर/रिसेप्शनिस्ट	1	अनारक्षित	दिल्ली	पीबी-1 5200-20200+2400
<b>आयु :</b> न्यूनतम 18 वर्ष और अधिकतम 25 वर्ष (सरकारी/स्वायत्त संस्थान में कार्यरत उम्मीदवारों को अधिकतम 15 वर्ष की छूट)					
5.	इलेक्ट्रिशियन सह-पम्प ऑपरेटर	1	अनारक्षित	दिल्ली	पीबी-1 5200-20200+1900
<b>आयु :</b> न्यूनतम 23 और अधिकतम 30 वर्ष (सरकारी/स्वायत्त संस्थान में इसी क्षमता में कार्यरत उम्मीदवारों को अधिकतम 15 वर्ष की छूट)					

योग्यता, अनुभव, आयु आदि सम्पूर्ण विवरण सहित आवेदन पत्र अकादेमी की वेबसाइट [www.lalitkala.gov.in](http://www.lalitkala.gov.in) पर उपलब्ध है। रोजगार समाचार पत्र में इस सूचना के प्रकाशन के जारी होने की तिथि से एक माह के भीतर आवेदन प्राप्त हो जाने चाहिए।

सी.एस. कृष्णा सेट्टी  
प्रशासक

डॉ. सुधाकर शर्मा  
सचिव

**LALIT KALA AKADEMI  
RABINDRA BHAWAN, NEW DELHI**

The Lalit Kala Akademi an autonomous organization established by Govt. of India, Ministry of Culture invites applications from eligible candidates for the following posts:-

**1. Production Assistant – (One post) at Headquarter, New Delhi on regular basis – (UR)**

(Pay Band with G.P., PB-2., 9300-34800+4600 plus allowances admissible under the rules to Central Govt. Employees.

**Age:** Below 30 years (relaxable up to a maximum of fifteen years in case of candidate working in Govt./Autonomous organisation).

**Essential Qualifications:**

a) Degree or an equivalent Diploma in the Fine Arts or Applied arts.

b) 3 years experience in handling printing jobs, layout and design of art books/catalogues and their production.

**Desirable:** Proficiency in computer operation with ability to design publication using software such as Photoshop, Indesign and Coreldraw etc. Adequate knowledge of proof reading, Printing process, inviting and processing of Quotations/Tenders from Printers.

**Probation Period – Two years.**

**2. Supervisors – (Seven posts) - on regular basis (UR -4,SC -1, OBC 2)**

(Three posts for Graphic one each at Regional Centre, Lucknow, Chennai and Delhi, Two posts for Ceramic one each at Regional Centre, Lucknow and Chennai, Two posts for Sculpture at Regional Centre, Kolkata and Chennai)

(Pay Band with G.P., PB-2., 9300-34800+4600 plus allowances admissible under the rules to Central Govt. employee.

**Age:** Below 35 years (relaxable up to a maximum of 15 years in case of candidate working in Govt./Autonomous organization).

**Essential Qualifications:**

a) Degree or an equivalent Diploma in the Fine Arts with specialization in the subject of the art studio to be supervised.

b) At least five years experience in the particular art subject to which the studio caters.

**Desirable:** Adequate Knowledge of computer operation including MS Office and designing software. Aptitude to conceive and organise programmes, Art Camps and other activities of the Akademi all over the Country.

**Probation Period – Two years.**

**3. Senior Computer Clerk/Stenographer Grade II – (Five posts) – on regular basis (UR – 3, SC- 1,OBC – 1) at Headquarters in New Delhi**

(Pay Band with G.P. PB-1. 5200-20200+2400) plus allowances admissible under the rules to Central Govt. employees.)

**Age:** Between 18 and 30years (relaxable upto a maximum of fifteen years in case of candidate already employed in Government/Autonomous organisation with a recognised qualification and skill in using the programmes of MS Office).

**Essential Qualifications:**

- a) University Degree or an equivalent recognised qualification
- b) Minimum speed In Shorthand - 80 wpm  
In Typing - 40 wpm using computer.  
Similar speed in Data Entry in Computer and taking print  
Out using Word Programme.
- c) Skill in using Excel programme of MS Office

**Desirable :-** Adequate knowledge and proficiency in Computer operation including MS Office, e-mails, updating of website, creation of database etc.

**Probation Period – Two years**

**4. Telephone Operator/Receptionist (One post) at HQs., New Delhi – on regular basis (UR)**

(Pay Band with G.P. PB-1. 5200-20200+2400) plus allowances admissible under the rules to Central Govt. employees.)

**Age:** Between 18 and 25 years (relaxable up to a maximum of fifteen years in case of candidate already employed in Government/autonomous organisation)

**Essential Qualifications:**

- a) University Degree or an equivalent recognised qualification
- b) Should be good and polite conversationalist in English and Hindi with knowledge of operating PBX and multiline key boards

**Desirable:** Ability to feed data into computer and taking print out.

**Probation Period : Two years**

**5. Electrician cum Pump Operator – (One post) at Regional Centre, Kolkata on regular basis (UR)**

(Pay Band with G.P. – PB – 1, 5200-20200 + 1900) plus allowances admissible under the rules to Central Govt. employees.)

**Age :** Between 23 and 30 years. (relaxable up to a maximum of fifteen years in case of candidate already employed in Government/Autonomous organisation in a similar capacity).

**Essential Qualifications:**

- a) Matriculation or High Secondary or an equivalent recognized qualification.
- b) Electrical Wire man licence class II issued by competent authority.

**Probation Period – Two years**

Those applicants who are already in service should apply through proper channel. Incomplete application or those found deficient in any manner will not be entertained. The applications complete in all respects supported with attested copies of Qualification and Experience alongwith SC/ST/OBC certificates mentioning the full particulars, superscribing the post applied for should reach the Secretary, Lalit Kala Akademi, 35, Ferozeshah Road, Rabindra Bhawan, New Delhi-110 001 within one month from the publication of this advertisement in the Employment News. Those who are working in Central/State Government/Autonomous body should send "No objection certificate" from their respective organization alongwith their application.

The eligibility criteria prescribed is a minimum requirement and the same does not automatically make candidates eligible for interview. Based on the BiD-data, the Selection Committee will shortlist the candidates for written test/Technical test/interview. Candidates called for written test/Technical test/interview will have to produce all relevant original documents in proof of details, furnished in their application, at the time of interview. Interview will be held at New Delhi. No TA/DA will be paid for appearing for the interview by the Akademi.

Those who have already applied in the year 2014 are require to apply a fresh. The posts are transferable and it can be transferred to any of Akademi's Regional Centers/Camp Office.

**C.S. Krishna Setty**  
Administrator

**Dr. Sudhakar Sharma**  
Secretary

**LALIT KALA AKADEMI**  
**RABINDRA BHAWAN NEW DELHI**

Self Attested

Recent  
Photograph

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					
12.	If in Government Service					
	Name of the organization	:				
	Current Designation	:				
	Pay Scale with Grade Pay	:				
13.	Service in other organizations :					

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)

**CERTIFICATE**

**(To be filled by the authority forwarding the applications)**

1. Certified that the particulars furnished by the candidate have been checked from available records and found correct.
2. Certified that it has been verified that the candidate is eligible as per the conditions mentioned above.
3. No vigilance case is either pending or being contemplated against the candidate during last 10 years/services whichever is less. There is nothing in ACR dossier of the candidate which makes him/her ineligible for consideration for appointment for the post applied for.
4. Upto date ACR dossiers of the candidate is enclosed.

**Signature  
Name & Designation (with seal)  
Office Address  
Telephone No.**