F.No.Admn/2-21-Estt./2023-24/5336 Dec 1, 2023

The Director Akademi Division Ministry of Culture Govt. of India Shastri Bhawan New Delhi – 110001



NATIONAL ACADEMY OF MUSIC, DANCE AND DRAMA, INDIA

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Subject: Filling up the post of Deputy Secretary (Documentation) in the Akademi on deputation basis.

Sir/Madam,

The Sangeet Natak Akademi, an Autonomous Body under the Administrative control of Ministry of Culture, Government of India is in the process of filling up one post of Deputy Secretary (Documentation) (Group A-Technical Post) in the Grade Pay Rs. 6600/-(Pay Matrix 11) on deputation basis. The requirements are as follows:-

Post	Deputy Secretary (Documentation)
Method of Recruitment	Recruitment by transfer on deputation from amongst the officers under the Central/State Government/ Autonomous organizations/ R & D organizations holding analogous posts or with at least 5/8 years of service in post in (Grade Pay Rs. 5400/- (Pay Matrix 10/9) or Grade Pay Rs.4800/- (Pay Matrix 8), respectively or equivalent and possessing qualifications and experience as prescribed in Annexure-I at SNA's website:
	Age: Below 56 years as on the closing date of receipt of applications at SNA.

2. It is requested that the applications of eligible officers may be forwarded to the Secretary, Sangeet Natak Akademi, Rabindra Bhavan, Copernicus Marg, New Delhi-110001 along with Vigilance Clearance and photocopies of ACR/APAR for the last five years. The last date for receipt of applications at Sangeet Natak Akademi, New Delhi is 45 days from the date of publication of the advertisement for this post in the Employment News and SNA website: <a href="www.sangeetnatak.gov.in">www.sangeetnatak.gov.in</a>. Application received after the last date or without the confidential reports or otherwise found incomplete will not be considered.

Yours faithfully,

(Dr. Har Om Kaushik) Deputy Secretary (Admn.)