



Registered Office at Ravindra Bhavan,
35 Feroze Shah Road, New Delhi -110 001

WALK IN INTERVIEW

Eligible candidates are invited for Walk-in-Interview for the following posts on fixed monthly emoluments of Rs.40000/- :-

1. Consultant (Accounts Officer)
2. Consultant (Audit Officer)

Visit Website <https://sangeetnatak.gov.in/sna/appointments> for the purpose of Venue, Date & Time Schedule, Eligibility Conditions, Application Form and other related details.

Deputy Secretary (F&A)
Sangeet Natak Akademi

WALK-IN-INTERVIEW

The applications are invited from willing and eligible personnel for filling up of following posts on contract basis in Sangeet Natak Akademi, an autonomous body of the Ministry of Culture, Government of India, with registered office at Ravindra Bhavan, 35 Feroze Shah Road, New Delhi -110 001:

Post Code	Name of the Post	Maximum Age limit	Monthly Remuneration	Education and other qualification	Interview	
					Date & Time	Venue
1	2.	3.	4.	5.	6.	7.
001	Consultant (Accounts Officer)	62 years	Rs.40,000/-	<p>1. Degree from a recognized University.</p> <p>2. Should have at least 10 Years of experience in preparation of annual accounts, budget, etc. in Central/State Govt. Organization/autonomous body.</p> <p>3. Thorough knowledge of Govt. rules and regulations, Tally & PFMS.</p> <p>4. Preference will be given to SAS qualified and officer of Organized Account Service.</p>	14/01/2020 at 11.00 A.M.	Mask Gallery, Ground Floor, Ravindra Bhavan, 35 Feroze Shah Road, New Delhi -110 001
002	Consultant (Audit Officer)	62 Years	Rs.40,000/-	<p>1. Degree from a recognized University.</p> <p>2. Should have at least 10 years experience of inspection/ internal audit of accounts of Govt. Offices /Commercial Organizations /autonomous bodies.</p> <p>3. Knowledge of Govt. rules and regulations, Tally & PFMS.</p> <p>4. Preference will be given to SAS qualified and officer of Organized Account Service</p>	14/01/2020 at 02.00 PM	Mask Gallery, Ground Floor, Ravindra Bhavan, 35 Feroze Shah Road, New Delhi -110 001

Candidates are instructed to report to the venue one hour before the scheduled time for the purpose of document verification with duly filled application form and one set of photocopies of all relevant documents along with original documents for inspection. Late candidate(s) would not be allowed for participating in the interview.

This issues with the approval of the Competent Authority.

Deputy Secretary (F&A)
Sangeet Natak Akademi

“Application format”

Please affix your recent passport size photograph

Name of the post applied for	
Post Code	

1.	Name of the applicant	
2.	Date of Birth (in DD/MM/YYYY format)	
3.	Age (Yrs& Month) as on last date of application	
4.	Sex (Please tick)	Female /Male
5.	Nationality	
6.	Adhaar No.	

7. Educational & Professional Qualifications

Qualification	College/Institution	University	Year of Passing	Class/ Division	Percentage of marks obtained	Subjects/ Core discipline

8. Details of different positions held in government organization:

Employer's name	Location of posting	Period of Employment		Designation held	Type of employment (Adhoc/Contract /Training/ Regular)	Brief nature of duties/ Functions	Reasons for leaving
		From	To				

9. Total Experience (After the acquiring the requisite qualifications) Year Month

1	Mailing Address			
2	Postal Address			
3	Landline Telephone No.		Mobile No.	
4	e-mail			

Please tick below as applicable:

1	Have you ever been arrested in a criminal case or convicted, fined or imprisoned for violation of any law (excluding minor traffic violation)	Yes*/No
2	Whether any punishment/penalty was awarded to you or any vigilance case pending as far as your knowledge goes	Yes*/No
3	Have you applied before for employment in Sangeet Natak Akademi?	Yes*/No

*If "Yes" give details

I **certify that** the information furnished above is correct to the best of my knowledge and as per the advertisement and I am eligible to be considered for the interview. I understand that if the information is not correct, or not supported by documentary proof including copy of Pension Payment Order (PPO) or Last Pay Certificate (LPC), **my candidature will not be considered, even after short listing.**

Dated:

Signature of Applicant

Enclosures (*as mandatory)

1. For DOB* - 10th/Matric certificate
2. For Educational Qualifications* - Mark sheets or Degree certificate
3. Experience Certificate with date of joining /relieving- Evidence
4. Copy of P.P.O or Last Pay Certificate issued by the Employer.
