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:

<table>
<thead>
<tr>
<th>Post Code</th>
<th>Name of the Post</th>
<th>Maximum Age limit</th>
<th>Monthly Remuneration</th>
<th>Education and other qualification</th>
<th>Interview Date &amp; Time</th>
<th>Venue</th>
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</table>
| 001       | Consultant (Accounts Officer) | 62 years          | Rs.40,000/-          | 1. Degree from a recognized University.  
2. Should have at least 10 Years of experience in preparation of annual accounts, budget, etc. in Central/State Govt. Organization/autonomous body.  
3. Thorough knowledge of Govt. rules and regulations, Tally & PFMS.  
4. Preference will be given to SAS qualified and officer of Organized Account Service. | 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/-          | 1. Degree from a recognized University.  
2. Should have at least 10 years experience of inspection/ internal audit of accounts of Govt. Offices /Commercial Organizations /autonomous bodies.  
3. Knowledge of Govt. rules and regulations, Tally & PFMS.  
4. Preference will be given to SAS qualified and officer of Organized Account Service | 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”**

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)  Male / Female  
5. Nationality  
6. Adhaar No.

7. Educational & Professional Qualifications

<table>
<thead>
<tr>
<th>Qualification</th>
<th>College/Institution</th>
<th>University</th>
<th>Year of Passing</th>
<th>Class/Division</th>
<th>Percentage of marks obtained</th>
<th>Subjects/Core discipline</th>
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8. Details of different positions held in government organization:

<table>
<thead>
<tr>
<th>Employer’s name</th>
<th>Location of posting</th>
<th>Period of Employment</th>
<th>Designation held</th>
<th>Type of employment (Adhoc/Contract/Training/Regular)</th>
<th>Brief nature of duties/Functions</th>
<th>Reasons for leaving</th>
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9. Total Experience (After the acquiring the requisite qualifications)  

1  Mailing Address  
2  Postal Address  
3  Landline Telephone No.  Mobile No.  
4  e-mail
Please tick below as applicable:

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

*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.

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