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**LALIT KALA AKADEMI, 35, FEROZESHAH ROAD, RABINDRA BHAWAN, NEW DELHI-110001**

Advertisement for the Post of Deputy Secretary (Administration & Accounts), Lalit Kala Akademi at New Delhi by direct recruitment.

Applications are invited in the prescribed proforma from eligible candidates for the post of Deputy Secretary (Administration & Accounts) by direct recruitment in Lalit Kala Akademi, New Delhi, an autonomous organization under Ministry of Culture, Government of India, as per Pay Matrix Level-11 (Rs. 67700 - 208700) plus allowances admissible under the rules to the Central Government employees.

**Qualifications:** (A) **ESSENTIAL:** (i) A University degree or an equivalent recognized qualification. (ii) 8 years experience in Accounts and Administration in a senior capacity, preferably in Government or Government Undertaking or autonomous organizations following rules similar to those in Government. (B) **DESIRABLE:** Graduate in commerce with at least 3 years experience of working in an organization engaged in the promotion of Visual & Plastic arts and with knowledge of using computers in work.

**Age:** Below 45 years (relaxable upto a maximum of 5 years in case of candidate working in Government/Autonomous organization).

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 mentioning the full particulars, superscribing the post applied for should reach the Secretary I/c, Lalit Kala Akademi, 35, Ferozeshah Road, Rabindra Bhawan, New Delhi-110 001 within 30 days from the publication of this advertisement in employment news.

Those who are working in Central/State Government/Autonomous body should send "No objection certificate" from their respective organization alongwith their application. One set of 2 passport photographs may also be attached with the application. Based on the Bio-data, the Selection Committee will shortlist the candidates for interview. Candidates called for 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.

**Secretary I/c  
Lalit Kala Akademi**