



NATIONAL SCHOOL OF DRAMA

(An autonomous Institution under
Ministry of Culture, Govt. of India)
NEW DELHI



The National School of Drama, an autonomous institution under Ministry of Culture, fully financed by Government of India invites applications for various vacant posts. The details of eligibility criteria including age, pay-scale etc. are indicated below:-

ASSISTANT DIRECTOR (OFFICIAL LANGUAGE) One Post (UR)

Composite method - On Deputation (Including short-term contract) / Promotion *

Scale of Pay : Level – 10 of Pay Matrix Rs. 56100 - 177500

Age : Not exceeding 35 years relaxable upto 5 years for Govt. servants

Qualifications & Experience

Essential :-

1. Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the degree level.

OR

Master's degree of recognized University or equivalent in English with Hindi as a subject at the degree level.

OR

Master's degree of a recognized University or equivalent in any subject with Hindi and English as subject at the degree level.

OR

Master's degree of a recognized university or equivalent in any subject with Hindi medium and English as subject at the degree level.

OR

Master's degree of a recognized university or equivalent in any subject with English medium.

2. Five years experience of terminological work in Hindi and / or translation work from English to Hindi or vice versa of technical or scientific literature.

3. Officers holding the analogous posts in the Central/State Govts., autonomous organization, universities, colleges etc. Hindi Translator working in the pay scale of Rs. 5000-8000 with a minimum of 8 years in the scale in the Central/State Govt., autonomous organizations etc.

Desirable :-

(i) Knowledge of Sanskrit and / or a modern Indian language (ii) Administrative experience (iii) Experience of organizing Hindi Classes or workshops for noting and drafting

P. S. TO DIRECTOR

One Post (UR)

(On direct recruitment basis)

Scale of Pay : Level – 7 of Pay Matrix Rs. 44900 – 142400

Age : 35 years.

Qualifications & Experience

Essential :-

1. Degree from recognized University 2. Speed in Shorthand (English) 120wpm and typing speed (English) 40 wpm. 3. Experience as Sr. Stenographer (pay scale of Rs. 5000-8000) for at least five years in Central Govt./Autonomous Bodies. 4. Knowledge of Computer Operation 5. Experience in word processing and secretarial practice including noting / drafting, handling of routine correspondence files, fixing appointment / engagements arrangements, arranging meeting, attending to telephone calls. etc.

SOUND TECHNICIAN

One Post (UR)

Composite method - On Deputation (Including short-term contract) / Promotion *

Scale of Pay : Level – 7 of Pay Matrix Rs. 44900 – 142400

Age : 35 years.

Qualifications & Experience

Essential :-

1. Atleast Matric / Hr. Secondary with diploma or certificate in sound technology from a recognized institute. 2. Atleast 5 years experience of handling and working on modern sound equipments in Film/ TV/ Radio /Theatrical performance in an organisation of repute.

OR

1. Graduate of the NSD with diploma or certificate in sound technology from a recognized institution. 2. Atleast 2 Years experience of handling and working on modern sound equipments in Film/TV/Radio /Theatrical performances in an organisation of repute.

Preferable :-

Knowledge of repairs of sound equipments

TAILOR-CUM-WARDROBE SUPERVISOR

One Post (UR)

(On direct recruitment basis)

Scale of Pay : Level – 6 of Pay Matrix Rs. 35400 – 112400

Age : 35 years.

Qualifications & Experience

Essential :-

1. 10+2 with diploma in Tailoring from any recognized institution or diploma in fashion design. 2. Experience of cutting costumes of play and tailoring according to design. 3. Ability to maintain Stock Ledger and consumption account of raw material such as textiles etc. 4. Knowledge of sewing machine mechanism. 5. Experience of atleast 5 years in a similar capacity.

(* Note : If any Departmental Candidate is selected for the post it will be treated as having been filled by promotion as per Recruitment Rules of NSD. Please refer the guidelines for method of recruitment available in the NSD Website – <http://recruitment.nsd.gov.in> for details.

Candidates are required to apply online only by using the website <http://recruitment.nsd.gov.in> or <http://nsd.gov.in>. Detailed information about the recruitment and instructions for filling up online applications are available on the above mentioned URL. The last date of submission of online applications is **15.07.2019**. Candidates working in Govt. Deptt. / Autonomous organisation / PSU and fulfilling the requirements are requested to submit No Objection Certificate from the present employer at the time of interview. Candidates applying on Deputation should submit copy of their ACRs for last five years duly attested by their office, vigilance clearance certificate, cadre clearance, integrity certificate and statement of major or minor penalty for last ten years through proper channel. At the time of interview, the candidates are required to produce all documents in original alongwith a set of self attested xerox copies with regard to the essential qualification, caste certificate and experience certificate issued by their respective department clearly mentioning their work profile, designation and scale of pay and duration of post held, failing which they will not be allowed to attend the interview. Eligible short listed candidates will be called for interview through their e-mail ID only. It would be informed through our website also. In case of any variation in the Hindi version of this advertisement is found, the text printed in English version will be treated as final. Any dispute with regard to this recruitment shall be subject to the court having its jurisdiction in Delhi only.

Incomplete applications shall be summarily rejected and no correspondence in this regard shall be entertained. The candidates must ensure that she/he fulfills all eligibility criteria as stipulated in this advertisement. If it is found that she/he does not fulfill the stipulated criteria, the candidature will liable to be cancelled at any stage.

Age relaxation will be allowed to candidates belonging to SC/ST/OBC and other specified categories, as per orders of the Govt. of India. Employees of NSD are entitled to age relaxation upto 5 years. The age limit as indicated will be reckoned as on 01.01.2019. Other eligibility criteria will be reckoned on the last date of receipt of the applications.

No TA/DA will be paid by the National School of Drama for attending the interview. However, candidates belonging to SC/ST category will be paid 2nd Class railway/bus fare by the shortest route from their place of residence to New Delhi and back on production of railway/bus tickets/receipts.

The number of vacancies may increase or decrease. NSD reserves the right to cancel this advertisement at any stage and may decide not to fill any or all the advertised positions. Candidates are advised to regularly visit NSD official website i.e. www.nsd.gov.in for further updates after filling up the form. NSD shall not be responsible for any postal delay.

Application Fee & Mode of Payment:

Application fee of Rs. 200/- for UR and Rs. 100/- for OBC (Non Creamy Layer) is to be paid online through Net Banking, Credit or Debit Card. Candidates belonging to Scheduled Caste, Scheduled Tribe and Persons with Disability eligible for reservation are exempted from paying application fee.

Fee once paid will not be refunded under any circumstances.

Registrar
National School of Drama

Method of Recruitment by Composite method – On Deputation (Including short-term contract) / Promotion.

- According to the guidelines for framing of Recruitment Rules issued by the Department of Personnel & Training, in case a feeder channel for promotion is consisted of only one post a composite method of Recruitment has been prescribed. This mode of recruitment is by deputation (including short-term contract)/promotion so that the Departmental Officer is considered along with the outsider. If the Departmental Officer is selected for the post it will be treated as having been filled by promotion. Otherwise, the post is to be filled by deputation/short term contract for a prescribed period at the end of which the Departmental Officer will again be afforded an opportunity to be considered for appointment to the post.
- Officers holding analogous posts in the Central/State Govts., autonomous organization, universities, colleges etc. Hindi Translators working in the pay scale of Rs. 9300-34800 plus GP Rs. 4600 with a minimum of 8 years in the scale in the Central/State Govt., Autonomous organisations etc.
- By Promotion
Sr. Hindi Translator in the pay scale of Rs. 9300-34800 plus GP Rs. 4600 with 8 years service.
By Deputation
Officers holding the analogous posts or Officers holding the posts of Sr. Hindi Translator in the scale of pay of Rs. 9300-34800 plus GP Rs. 4600 with 8 years in the Central/State Govts., Autonomous Organisation etc.