



National Academy of Music, Dance & Drama

Rabindra Bhavan, 35 Ferozeshah Road, New Delhi-110001

Tel: 011-23386648, 23387246, 23387247, 23387248

E Mail: mail@sangeetnatak.gov.in

Advertisement for recruitment

Sangeet Natak Akademi, an autonomous organization fully funded by the Ministry of Culture, Government of India, invites applications from eligible Indian nationals for filling up one post of **Deputy Secretary (Finance & Accounts)** in the Akademi by transfer on deputation basis.

The post of Deputy Secretary (Finance & Accounts) is in the pay scale of Rs. 15600-39100 + Rs. 6600 Grade Pay (Level 11 in the pay matrix as per 7 CPC) and will be filled up from offices of the Organized Audit & Accounts Departments, holding analogous posts or with five years regular service in the pay scale of Rs.15600-39100 + Rs. 5400 Grade Pay (Level 10 in the pay matrix as per 7 CPC).

The other details regarding educational qualification, experience, age etc. may be seen at Sangeet Natak Akademi's website: **www.sangeetnatak.gov.in**. **The last date for applying is 30 days of publication of this advertisement in Employment News.**

Interested candidate may forward their application through proper channel to **Secretary, Sangeet Natak Akademi, Rabindra Bhawan, 35 Ferozeshah Road, New Delhi-110001**

**Secretary
Sangeet Natak Akademi**

New Delhi

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Secretary
Sangeet Natak Akademi
New Delhi

**Qualification, experience and eligibility required for the post of
Deputy Secretary (Finance & Accounts)**

Nomenclature	Recruitment by transfer on deputation	Education and other qualification required
Deputy Secretary (Finance & Accounts)	<p>From amongst the offices of the organized Audit & Accounts holding analogous posts or with 5 years service in the post in the level '10' as per 7 CPC. Having experience in administration, establishment and accounts matters. (Deputation not to exceed 3 years)</p> <p>Age: Not exceeding 55 years as on the closing date of receipt of the application.</p>	<p><u>Essential</u></p> <p>a) Degree in commerce from a recognized University, preferably with honours.</p> <p>b) 10 years experience of accounts, administration, budget, financial control etc. in a responsible position in a Government/Semi-Govt. Department/PSU/Autonomous organization etc.</p> <p><u>Desirable</u></p> <p>Acquaintance with Indian performing arts.</p>