



NATIONAL SCHOOL OF DRAMA
BAHAWALPUR HOUSE, BHAGWAND ROAD, NEW DELHI

VACANCY NOTICE

The National School of Drama, an autonomous institution under Ministry of Culture, Government of India invites applications for various vacant posts. The details of vacant posts are indicated below:-

LIBRARIAN **One Post (1 UR)**
Level – 10 (Rs. 56100 – 177500)
Age : 40 years and below

Qualification & Experience

Essential :-

1. IInd Class Master's Degree of a recognized University in Library and Information Science;
2. At least 5 years experience in any established Library or Government financed Autonomous organization Library.
3. Good knowledge of Computer Application.

Desirable:

1. Extensive study of Dramatic Literature and experience in guiding students for any relevant information on the subject.
2. Knowledge of more than one Indian Language in addition to English.

ASSISTANT DIRECTOR (OFFICIAL LANGUAGE) One Post (1 UR)
Composite Method - 100% by Deputation (Including short –term Contract) / Promotion (*)
Level – 10 (Rs. 56100 – 177500)
Age : 35 years and below

Qualification & 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 a 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 a subject at the degree level.

OR

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

2. Three years experience of using Hindi and translation work

OR

Three years experience of teaching of Hindi OR English under Central / State / Government / Autonomous / Statutory Body.

P. S. TO DIRECTOR

One Post (1 UR)

Level – 7 (Rs. 44900 – 142400)

Age : 35 years and below

Qualification & Experience

Essential :-

1. Degree from recognized University.
2. Speed in Shorthand (English) 120 wpm & typing speed (English) 50 wpm.
3. Experience as Sr. Stenographer/Stenographer/PA or equivalent in Level-6 of Pay Matrix for at least five years in Central Govt./Autonomous Bodies or equivalent in Central Govt./State Govt. OR Central / State Autonomous Bodies.
4. Knowledge of Computer Operation.
5. Experience in secretarial practice including noting / drafting, handling of routine correspondence, handling appointments / engagements / arranging meetings, liaison and coordination works, preparing minutes of meetings, etc.

SOUND TECHNICIAN

One Post (1 UR)

Level – 7 (Rs. 44900 – 142400)

Age : 35 years and below

Qualification & Experience

Essential :-

Degree / Diploma in Sound Technology from a recognized institute or equivalent with five years experience in Live Sound Production / Theatre Production and preferably in Studio Recording (Multi Track Digital).

OR

Graduate of National School of Drama with Degree / Diploma Course in Sound Technology from a recognized Institute and with five years experience in Live Sound Production / Theatre Production and preferably in Studio Recording (Multi Track Digital).

Preferable :-

1. Participation in Theatre, Knowledge of operation of Sound equipments.
2. Knowledge of digital multi-track recording.
3. Experience of Live Concert/Theatre

UPPER DIVISION CLERK

Two posts (SC – 1, ST – 1)

Level – 4 (Rs. 25500 – 81100)

Age : 30 years and below

Qualification & Experience

Essential :-

1. Graduates of a recognized University.
2. 5 years experience as L. D. C. in Pay Level – 2 of Pay Matrix regarding work in a Government financed autonomous body or a Government organization or an educational institute of repute.

Desirable

1. Knowledge of computer application.

RECEPTION INCHARGE

One Post (1 UR)

Level – 4 (Rs. 25500 – 81100)

Age : 28 years and below

Qualification & Experience

Essential :-

1. Graduate from a recognized University.
2. Certificate of Training of operating the PBX or PABX Board.
3. Three years experience in the line.

Desirable

Knowledge of Computer application and 3 years experience of working in a reputed organization.

ASSISTANT PHOTOGRAPHER

One Post (1 UR)

Level – 4 (Rs. 25500 – 81100)

Age : 30 years and below

Qualification & Experience

Essential :-

1. Senior Secondary (10+2) or equivalent examination pass from a recognized Board/ University.
2. Diploma in Photography from a recognized institution.
3. Five years experience of digital photography and digital photo-editing.

Desirable :-

Experience of Cine Photography.

PERCUSSIONIST GR. III

One Post (1 UR)

Level – 4 (Rs. 25500 – 81100)

Age : 30 years and below

Qualification & Experience

Essential :-

1. Proficiency in playing the instruments.
2. Background knowledge and three years experience of playing for theatrical purposes like operas, dance, drama, song–ensembles and musicals.

Desirable

1. Graded artist of AIR / Doordarshan

CARPENTER GR. II**One Post (1 UR)**

Level – 4 (Rs. 25500–81100)

Age : 30 years and below**Qualification & Experience****Essential :-**

1. Diploma in Carpentry / Woodcraft from ITI.
2. About 3 years experience of set construction, model, furniture and property making in an organization of repute preferably in the theatre field.

Desirable :-

Knowledge of wood market, wood varieties.

ELECTRICIAN (GRADE I)**One Post (1 UR)**

Level – 4 (Rs. 25500 – 81100)

Age : 30 years and below**Qualification & Experience****Essential :-**

1. 10th Pass
2. Must possess a wireman's License from the competent authority OR ITI in Electrical Trade.
3. Five years experience as an Electrician in a theatre / studio or an industrial undertaking of repute.

MASTER TAILOR**One Post (1 UR)**

Level – 4 (Rs. 25500 – 81100)

Age : 18 - 28 years and below**Qualification & Experience****Essential :-**

1. Diploma in Tailoring from CTI and ITI.
2. Five years experience of cutting and stitching, preferably of theatre costumes according to design.

LOWER DIVISION CLERK**One Post (1 OBC)**

Level – 2 (Rs. 19900 – 63200)

Age : 18 - 28 years and below**Qualification & Experience****Essential :-**

1. Senior Secondary (10+2) pass or equivalent from a recognized Board or University.
2. Typing speed of at least 35 w.p.m. in English or 30 w.p.m. in Hindi on Computers.

Multi Tasking Staff
Level – 1 (Rs. 18000 – 56900)
Age : 18 - 28 years and below
serviceman

Thirteen Post (12+1 anticipated)
[UR – 5, SC – 2, ST –1, OBC – 4,
EWS– 1] * including Ex-
– 1, PwD HH - 1

Qualification & Experience

Essential :-

10th or equivalent examination pass.

Candidates are required to apply online only by using the Website - <http://recruitment.nsd.gov.in> or <http://nsd.gov.in>. Please visit NSD Website : www.nsd.gov.in for details.

Last date for receipt of applications is **06.11.2020**.

Detailed information about the recruitment and instructions for filling up online applications are available on the above mentioned URL. Candidates working in Govt. Deptt. / Autonomous organisation / PSU and fulfilling the requirements are required to submit 'No Objection Certificate' from their present employer at the time of final examination/Skill Test as applicable.

Age relaxation will be given to candidates belonging to SC/ST/OBC and other specified categories, as per orders of the Govt. of India. Employees of National School of Drama (Permanent/Contract/Daily Wages/Ad-hoc basis) are entitled to age relaxation as per revised Recruitment Rules of NSD and DoPT Guidelines. The age limit as indicated will be reckoned as on 01.10.2020.

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.

Number of posts may vary and the National School of Drama reserves the right to increase or decrease number of posts and may or may not fill any post(s) and its decision in the regard shall be final. Applicants for the above vacant posts with reference to the advertisement dated 15.06.2019 issued earlier are required to apply afresh. Any dispute, if arising on this recruitment, High Court of Delhi at New Delhi alone shall have the jurisdiction.

Information regarding short listing of candidates, date of skill test/written examination will be intimated to candidate on their email and NSD Website. Therefore, candidates are required to check their email and NSD Website for updates.

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, Women and Persons with Disability eligible for reservation are exempted from paying application fee. Fee once paid will not be refunded under any circumstance.

(*)

- *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 Department 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.*