



SAHITYA AKADEMI



An autonomous organization under Ministry of Culture, Government of India and is fully funded by it, invites applications for the following posts:

1. Sr. Library & Information Assistant (Head Office, New Delhi)

Number of posts : One (Un-reserved)
Pay Scale : PB-II /9300-34800/GP-4200

Educational & other qualifications :

Essential :

1. Bachelor of Library Science
2. Five years' experience in a library of standing
3. Good knowledge of computer application in Library

Desirable:

1. Master of Library Science
2. Working knowledge of 1 or 2 Indian Languages in addition to mother tongue

Age Limit : Upto 30 Years (relaxation as per Government of India rules.)

2. Technical Assistant (Head Office, New Delhi)

Number of posts : One (Reserved for OBC)
Pay Scale : PB-II/9300-34800/GP-4200

Educational & other qualifications :

Essential :

1. Graduation or equivalent
2. Diploma in Book Publishing
3. 5 years' experience in a printing press or a publishing house or a Govt. undertaking concerned with book publishing
4. Knowledge of various processes of printing and book publishing
5. Good knowledge of one or more languages and literature with ability to edit literary material
6. Basic knowledge of computer application

Age Limit : Upto 30 Years (relaxation as per Government of India rules.)

3. Publication Assistant (Regional Office, Kolkata)

Number of posts : One (Un-reserved)
Pay Scale : PB-II/9300-34800/GP-4200

Educational & other qualifications :

Essential :

1. Graduation or equivalent
2. Diploma in Printing OR
Five years experience in a printing press or a publishing house or a Government undertaking concerned with book publishing
3. Knowledge of various processes of printing and book publication
4. Good knowledge of one or more languages and literatures with ability to handle literary material
5. Basic knowledge of computer application

Age Limit : Upto 30 Years (relaxation as per Government of India rules.)

4. Multi Tasking Staff (Regional Office, Kolkata)

Number of posts : One (Reserved for OBC)
Pay Scale : PB-I /5200-20200/GP-1800

Educational & other qualifications :

Essential :

1. 10th pass or ITI equivalent
2. Multi skilling with one employee performing jobs hitherto performed by different Group D employees

Desirable:

Knowledge of cycling and various Localities.

Age Limit : Upto 30 Years (relaxation as per Government of India rules.)

Those working in Central/State Government/Autonomous Organisations/Renowned Educational Institutions may apply through proper channel. Incumbent selected is liable to be transferred to any of the offices of the Sahitya Akademi located in India.

The application addressed to Secretary, Sahitya Akademi, Rabindra Bhavan, 35, Ferozeshah Road, New Delhi-110001 in the prescribed format as given on the website duly superscribed on the envelope name of the applied for should reach within 30 days time from the date of publication of this advertisement. Applications received through email will not be accepted.

Website : <http://www.sahitya-akademi.gov.in>

Advt no. :50/19/2016

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