

INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS  
*CULTURAL INFORMATICS*  
5, Dr. Rajendra Prasad Road, New Delhi-110001

Indira Gandhi national Centre for the Arts (IGNCA) invites applications for the following positions to be filled up in Cultural Informatics laboratory, initially for a period of two (2) years expandable on performance basis, on short term contract.

1. System Analyst (1 post) on consolidated salary of Rs. 42,000/- Per Month
2. Hardware Engineer (1 post) on consolidated salary of Rs. 36,000/- Per Month
3. Assistant Programmers (2 posts) on consolidated salary of Rs. 23,000/- Per Month

Prescribed application form with details of qualification, experience, age and other conditions etc. can be downloaded from the website [www.ignca.nic.in](http://www.ignca.nic.in).

The last date of receipt of application form is 30 days from publication in Employment News. The application form, duly filled in (through proper channel) along with necessary enclosures as mentioned, must reach to the office of Director (Administration), IGNCA, New Delhi by the last date. Postal delay shall not be entertained. No internal correspondence or enquiries will be entertained. The decision of the Member Secretary, IGNCA will be final and binding. The contract of the selected candidate(s) for appointment on contract basis will be governed by the standard terms laid down by GOI as amended from time to time. IGNCA reserves the right to accept or reject any candidature.

Details on website

**Filling up the posts of System Analyst (S/W), Hardware Engineer and Assistant Programmers**

Cultural Informatics of Indira Gandhi National Centre for the Arts (IGNCA) invites applications for the following positions to be filled up on short term contract basis

1. **SYSTEM ANALYST (S/W) (1 post)** on the consolidated salary of Rs. 42000/- per month (fixed), for web based application development and database integration

**Essential Qualification & Experience**

(i)

M.Tech./M.Des. + Ph.D. (Computers)	One year exp. in the scale of Rs. 8000-13500*
Ph.D. (Computers/ Communication) (without M/Tech/M.Des)	Four years exp. in the scale of Rs. 8000-13500
M.Tech/M.E or equivalent (Computers/ IT/Electronics/Instrumentation)/ MCA/B.Tech/BE or equivalent (Computers/ IT/Electronics/ Instrumentation)	Four years exp. in the scale of Rs. 8000-13500
M.Sc. (Comp or IT)	Five years exp. in the scale of Rs. 6500-10500
Engg. Diploma (3 yr) (Computers/ IT/ Electronics) with Post Diploma in Computers	Five years exp. in the scale of Rs. 6500-10500

\* Equivalent salary will be considered in case of candidates from non government Institutions.

(ii) System Analyst must have strong skills in development, debugging, testing and troubleshooting applications using Java. Experience of development of Web applications with large multimedia database is required. Experience in full life cycle development and good communication skills (written and verbal) are a must. Understanding of project requirements, Application Programming, Maintenance and handle and guide team to meet deadlines. Experience of Process Documentation will be an added advantage.

**Age:** Upper age limit shall be 40 years as on 1.1.2009.

**2. HARDWARE ENGINEER** (Network and database Administrator) (**1 post**) on the consolidated salary of Rs. 36000/- per month (fixed), with the following qualifications:

Essential Qualification & Experience

(i)

Ph.D. (Computers/ Communication) (without M/Tech)	
M.Tech/ M.E or equivalent (Computers/ IT/ Electronics/ Instrumentation)	One year exp. in the scale of Rs. 6500-10500*
MCA/ B.Tech/ BE or equivalent (Computers/ IT/ Electronics/ Instrumentation)	Three years exp. in the scale of Rs. 6500-10500
B.E. or equivalent (non IT) + one year PGDCA	Three years exp. in the scale of Rs. 6500-10500
M.Sc. (Computers or IT)	Four years exp. in the scale of Rs. 6500-10500
Engg. Diploma (3 yr) (Computers/ IT/ Electronics) with Post Diploma in Computers	Four years exp. in the scale of Rs. 6500-10500
B.Sc. (Comp/IT)/ BCA/ Engg. Dip (Computers/ IT/ Electronics)	Five years exp. in the scale of Rs. 6500-10500
B.Sc./ Engg. Diploma (non IT discipline) with 2 yr Diploma in Computers	Five years exp. in the scale of Rs. 6500-10500
M.Sc. (non IT) + 1 yr PGDCA	Five years exp. in the scale of Rs. 6500-10500

\* Equivalent salary will be considered in case of candidates from non government Institutions.

- (ii) Planning dataflows for a new or revised database; mapping out the 'conceptual design' for a planned database in outline; considering both 'back end' organisation of data and 'front end' accessibility for end users; maintaining data standards, including adherence to the Data Protection Act; writing database documentation, including data standards, procedures and definitions for the data dictionary ('metadata'); controlling access permissions and privileges; training users; meeting users' access requirements and resolving their problems; ensuring that storage, archiving, backup and recovery procedures are functioning correctly; capacity planning etc.

Working closely with IT project managers, database programmers and web developers; providing technical support for outdated 'legacy' systems; communicating regularly with technical, applications, and operational staff, to ensure the database integrity and security.

Maintain SAN storage and servers on LINUX OS, MYSQL / SQL database and must have good knowledge of other hardware and software used in multimedia application development. Ensuring security of stored information and giving access to relevant people. Maintain Internet, LAN (Local Area Network) and connected computers in the same campus. Purchase of new hardware and software. Training to the computer users.

**Age:** Upper age limit shall be 35 years as on 1.1.2009.

3. **ASSISTANT PROGRAMMERS (2 posts)** on the consolidated salary of Rs. 23000/- per month (fixed), for web based application development

Essential Qualification & Experience

(i)

MCA/ B.Tech/ BE or equivalent (Computers/ IT/ Electronics/ Instrumentation)	One year experience in web programming
B.E. or equivalent (non IT) + one year PGDCA	One year experience in web programming
M.Sc. (Computers or IT)	Two years exp. in web programming
B.Sc (Comp / IT )	Three years experience in web programming

(ii) Assistant Programmers must have strong skills in design, development, coding and debugging applications using Java and other web based tools. Development of Web applications with database integration is the immediate requirement. **Understanding the requirements of the project, Application Programming, and delivery as per schedule of the time-bound projects will be an added advantage.**

**Age:** Upper age limit shall be 35 years as on 1.1.2009.

**Proforma for the post of System Analyst (S/W), Hardware Engineer and Assistant Programmer**

1. Name & Address (in block letters):
2. Father's Name:
3. Date of Birth (in Christian era):
4. Address for correspondence:
5. Address (Permanent):
6. Date of retirement under Central/State Government Rules:
7. Educational Qualifications (Beginning with matriculation, SSC, HSC +2 onwards):

<b>Qualification</b>	<b>Year of Passing</b>	<b>University/ Institution</b>	<b>% of marks</b>	<b>Class/ Division</b>

8. Whether educational qualifications/professional qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same):
9. Please state clearly whether in the light of entries made by you above, whether you meet the requirement of the post
10. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

<b>Office/ Institution</b>	<b>Post held From</b>	<b>To</b>	<b>Scale of pay &amp; Basic Pay</b>	<b>Nature of duties (in detail, attach separate sheets, if required)</b>

11. In case the present employment is held on deputation/contract basis please state;
  - (a) The date of initial appointment,
  - (b) Period of appointment on deputation/contract basis
  - (c) the pay scale presently held;
  - (d) The current pay scale in your parent organization (if you had been there); and
  - (e) name of the parent office/organization to which you belong.
12. Additional Information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to
  - (i) additional academic qualification
  - (ii) professional training and
  - (iii) work experience over and above prescribed in the Vacancy Circular / Advertisement)
 (Note : Enclose a separate sheet, if the space is insufficient)

13. Remarks - The candidates may indicate information with regard to
- (i) Research publications and reports and special projects
  - (ii) Awards/Scholarships /Official Appreciation
  - (iii) Affiliation with the professional bodies/ institutions/ societies and
  - (iv) any other information.
- (Note : Enclose a separate sheet, if the space is insufficient).

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the Selection Committee will also assess the Curriculum Vitae duly supported by documents submitted by me at the time of selection for the post.

Date :

(Signature of the Candidate)

**Countersigned**

(Employer with seal)

**Certificate to be furnished by the Employer/Head of Office/Forwarding Authority.**

Certified that the particulars furnished by Shri/Ms. \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in the vacancy circular.

Also certified that;

- (i) There is no Vigilance case pending/contemplated against him/her.
- (ii) His/Her Integrity is beyond doubt.
- (iii) No major/minor penalties have been imposed on him/her during the last 10 years, OR  
List of Major/Minor penalties imposed during the last 10 years is enclosed.

Signature .....

Name & Designation .....

(Office Seal)