

Ministry of Culture, Government of India

Eligibility Criteria for the post of Assistant Programme Executive, South Zone Cultural Centre (SZCC), Thanjavur

(ADVT. NO. 02/2019)

Applications are invited, **in duplicate**, from eligible candidates for filling up of Two post of **Assistant Programme Executive**, South Zone Cultural Centre (SZCC), Thanjavur, an autonomous body under the Ministry of Culture, Govt. of India. SZCC, Thanjavur is one of the seven Zonal Cultural Centres set up by the Government of India to promote folk and tribal art and culture of different regions across the country. The eligibility criteria and other details are given below. The format of application and other details are available on the website of Ministry of Culture: www.indiaculture.nic.in and www.szccindia.org

| | | |
|---|---|--|
| 1 | Name of the post | Assistant Programme Executive |
| 2 | Number of post | Two |
| 3 | Mode of Recruitment | Direct Recruitment |
| 4 | Scale of Pay | Pay Level 4 |
| 5 | Age limit for applying (as on the date of publication of advertisement) | Maximum Age Limit 25 years |
| 6 | Eligibility Criteria | Essential: Bachelor's Degree in any discipline i) Desirable: i) Experience of working in cultural field with Central Government / State Governments or their autonomous bodies / Universities OR reputed cultural organisations. ii) Knowledge and fluency in written and spoken Hindi and English languages. |
| 7 | Application fee | Rs.100/- (SC/ST and Female candidates are exempted from fee) in the form of Postal order / Demand Draft in favour of Director, South Zone Cultural Centre, Thanjavur payable at Thanjavur. |
| 8 | Last Date for receipt of applications in the office of the Director, SZCC, Dakshini, Medical College Road, Thanjavur-613004(Tamil Nadu) | The applications complete in all respects should reach to the address mentioned on or before 17th January 2020 . The departmental candidates should forward their applications through proper channel within the prescribed time limit. Applications received after the due date will not be entertained. |
| 9 | Selection Procedure | The Appointing Authority shall decide the procedure of selection whether written or interview or Skill test or combination of them. |

SOUTH ZONE CULTURAL CENTRE, THANJAVUR
Ministry of Culture, Government of India

Application pro forma for the post of Assistant Programme Executive
South Zone Cultural Centre (SZCC), Thanjavur
(ADVT. NO. 02/2019)

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|--------|--|--------------------|-----------------|--|--|
| 1 | Name of the Candidate (in block letters) | : | | Affix recent passport size Photograph (One extra photograph may be enclosed along with application) | |
| 2 | Post applied for | : | | | |
| 3 | Father / Husband's Name | : | | | |
| 4 | Date of Birth (in Christian era) | : | | | |
| 5 | Age as on the date of publication of advertisement | : | | | |
| 6 | Permanent Address | : | | | |
| 7 | Mailing Address & Contact No. | : | | | |
| 8 | Email Address | : | | | |
| 9 | Nationality | : | | | |
| 10 | Marital Status | : | | | |
| 11 | Gender | : | | | |
| 12 | Category (General/ SC/ST/OBC) | : | | | |
| 13 | Educational Qualification : | | | | |
| Sl. No | Educational Qualification | Board / University | Year of Passing | Subjects | Percentage of Marks/ Division Obtained |
| . | | | | | |
| | | | | | |
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| 14 | Work experience : | | | | | | | |
|-----------------|--|---|-----------|---|----|--------------------------|----------------------|----------------------------------|
| Sl. No | Name of the Organization | Type of organization (Govt. /PSU/ Pvt.) | Post held | Period | | | Job Responsibilities | Total Emoluments drawn per month |
| | | | | From | To | Period in years & Months | | |
| | | | | | | | | |
| | | | | | | | | |
| 15 | Additional information, if any, which you would like to mention in support of your suitability for the post | | | | | | | |
| 16 | Details of Demand Draft / Postal order for Rs.100/- towards application fee (SC/ST Female candidates are exempted from application fee) | | | D.D. / Postal order No. : Date : Name of the Bank : Branch : | | | | |
| 17 | List of documents attached (All documents should be self attested. Application should be continuously page numbered) | | | | | | | |
| Document | | | | Page No | | | | |
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Name & Signature of the applicant Date:

SOUTH ZONE CULTURAL CENTRE, THANJAVUR

Ministry of Culture, Government of India
'Dakshini', Medical College Road, Thanjavur -613 004, Tamil Nadu
Phone: 04362-240072, Fax 04362-240128
Email. szcc1986@gmail.com website : www.szccindia.org

File No. SZCC/ I / 3 / 3 /Estt. 2019-20

Date 14.12.2019

To

The Section Officer,
ZCC Section,
Ministry of Culture,
Government of India,
Puratatva Bhavan,
INA, New Delhi - 110023
Tel: 011-24642139
E-mail: zccsection@gmail.com

Sir/Madam,

Sub: Filling up of 3 posts of Programme Executive, 2 posts of Assistant Programme Executive, 1 post of Junior Hindi Translator and 2 posts of Junior Assistant in South Zone Cultural Centre (SZCC), Thanjavur on Direct Recruitment - reg.

1. It is proposed to fill up 3 posts of Programme Executive, 2 posts of Assistant Programme Executive, 1 post of Junior Hindi Translator and 2 posts of Junior Assistant in South Zone Cultural Centre (SZCC), Thanjavur, an autonomous body under the Ministry of Culture, Government of India.

2. The post is proposed to be filled up on Direct Recruitment. The details for filling up of the post are given in **Annex-I**.

3. The applications complete in all respects should reach to the address mentioned on or before **17th January 2020**. The departmental candidates should forward their applications through proper channel within the prescribed time limit. Applications received after the due date will not be entertained. The format for the application is given at **Annex-II**.

4. It is requested to upload the advertisement in the Zonal Cultural Centres & Ministry of Culture websites.

Thanking you,

Yours faithfully,


For Director

Encl: As Attached

SOUTH ZONE CULTURAL CENTRE, THANJAVUR
Ministry of Culture, Government of India

**Eligibility Criteria for the post of Junior Assistant, South Zone Cultural Centre (SZCC),
Thanjavur**

(ADVT. NO. 02/2019)

Applications are invited, **in duplicate**, from eligible candidates for filling up of Two post of **Junior Assistant**, South Zone Cultural Centre (SZCC), Thanjavur, an autonomous body under the Ministry of Culture, Govt. of India. SZCC, Thanjavur is one of the seven Zonal Cultural Centres set up by the Government of India to promote folk and tribal art and culture of different regions across the country. The eligibility criteria and other details are given below. The format of application and other details are available on the website of Ministry of Culture: www.indiaculture.nic.in and www.szccindia.org

| | | |
|---|---|--|
| 1 | Name of the post | Junior Assistant |
| 2 | Number of post | Two |
| 3 | Mode of Recruitment | Direct Recruitment |
| 4 | Scale of Pay | Pay Level 4 |
| 5 | Age limit for applying (as on the date of publication of advertisement) | Maximum Age Limit 25 years |
| 6 | Eligibility Criteria | <p><u>Essential:</u></p> <p>i) 10 +2 from any recognized Board / University.</p> <p>ii) Typist speed of 35 w.p.m in English or 30 w.p.m in Hindi or bilingual on computer</p> <p>iii) Proficiency in computer operation, noting and drafting</p> <p><u>Desirable Qualification:</u></p> <p>Diploma in Computer Application from a recognized Institution</p> |
| 7 | Application fee | Rs.100/- (SC/ST and Female candidates are exempted from fee) in the form of Postal order / Demand Draft in favour of Director, South Zone Cultural Centre, Thanjavur payable at Thanjavur. |
| 8 | Last Date for receipt of applications in the office of the Director, SZCC, Dakshini, Medical College Road, Thanjavur-613004(Tamil Nadu) | The applications complete in all respects should reach to the address mentioned on or before 17th January 2020 . The departmental candidates should forward their applications through proper channel within the prescribed time limit. Applications received after the due date will not be entertained. |
| 9 | Selection Procedure | The Appointing Authority shall decide the procedure of selection whether written or interview or Skill test or combination of them. |

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| 15 | Additional information, if any, which you would like to mention in support of your suitability for the post | |
| 16 | Details of Demand Draft / Postal order for Rs.100/- towards application fee (SC/ST Female candidates are exempted from application fee) | D.D. / Postal order No. : Date : Name of the Bank : Branch : |
| 17 | List of documents attached (All documents should be self attested. Application should be continuously page numbered) | |
| | Document | Page No |
| | | |
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Name & Signature of the
applicant Date:

SOUTH ZONE CULTURAL CENTRE, THANJAVUR
Ministry of Culture, Government of India

Eligibility Criteria for the post of Junior Hindi Translator, South Zone Cultural Centre (SZCC), Thanjavur

(ADVT. NO. 02/2019)

Applications are invited, **in duplicate**, from eligible candidates for filling up of One post of **Junior Hindi Translator**, South Zone Cultural Centre (SZCC), Thanjavur, an autonomous body under the Ministry of Culture, Govt. of India. SZCC, Thanjavur is one of the seven Zonal Cultural Centres set up by the Government of India to promote folk and tribal art and culture of different regions across the country. The eligibility criteria and other details are given below. The format of application and other details are available on the website of Ministry of Culture: www.indiaculture.nic.in and www.szccindia.org

| | | |
|---|---|---|
| 1 | Name of the post | Junior Hindi Translator |
| 2 | Number of post | One |
| 3 | Mode of Recruitment | Direct Recruitment |
| 4 | Scale of Pay | Pay Level 6 |
| 5 | Age limit for applying (as on the date of publication of advertisement) | Maximum Age Limit 30 years |
| 6 | Eligibility Criteria | Essential: Bachelor's Degree from recognized University with Hindi as main subject. Desirable: Experience of Hindi Translation Job |
| 7 | Application fee | Rs.100/- (SC/ST and Female candidates are exempted from fee) in the form of Postal order / Demand Draft in favour of Director, South Zone Cultural Centre, Thanjavur payable at Thanjavur. |
| 8 | Last Date for receipt of applications in the office of the Director, SZCC, Dakshini, Medical College Road, Thanjavur-613004(Tamil Nadu) | The applications complete in all respects should reach to the address mentioned on or before 17th January 2020 . The departmental candidates should forward their applications through proper channel within the prescribed time limit. Applications received after the due date will not be entertained. |
| 9 | Selection Procedure | The Appointing Authority shall decide the procedure of selection whether written or interview or Skill test or combination of them. |

| | | |
|----|--|---|
| 15 | Additional information, if any, which you would like to mention in support of your suitability for the post | |
| 16 | Details of Demand Draft / Postal order for Rs.100/- towards application fee (SC/ST Female candidates are exempted from application fee) | D.D. / Postal order No. : Date : Name of the Bank : Branch : |
| 17 | List of documents attached (All documents should be self attested. Application should be continuously page numbered) | |
| | Document | Page No |
| | | |
| | | |
| | | |
| | | |

Name & Signature of the
applicant Date:

SOUTH ZONE CULTURAL CENTRE, THANJAVUR
Ministry of Culture, Government of India

Eligibility Criteria for the post of Programme Executive, South Zone Cultural Centre (SZCC), Thanjavur

(ADVT. NO. 02/2019)

Applications are invited, **in duplicate**, from eligible candidates for filling up of Three post of **Programme Executive**, South Zone Cultural Centre (SZCC), Thanjavur, an autonomous body under the Ministry of Culture, Govt. of India. SZCC, Thanjavur is one of the seven Zonal Cultural Centres set up by the Government of India to promote folk and tribal art and culture of different regions across the country. The eligibility criteria and other details are given below. The format of application and other details are available on the website of Ministry of Culture: www.indiaculture.nic.in and www.szccindia.org

| | | |
|---|---|--|
| 1 | Name of the post | Programme Executive |
| 2 | Number of post | Three |
| 3 | Mode of Recruitment | Direct Recruitment |
| 4 | Scale of Pay | Pay Level 6 |
| 5 | Age limit for applying (as on the date of publication of advertisement) | Maximum Age Limit 30 years |
| 6 | Eligibility Criteria | <p><u>Essential:</u></p> <p>i) Bachelor's Degree in any discipline</p> <p>ii) Minimum 5 years of working experience in cultural field with Central Government / State Governments or their autonomous bodies / Universities OR reputed cultural organizations.</p> <p><u>Desirable:</u></p> <p>Knowledge and fluency in written and spoken Hindi and English Languages</p> |
| 7 | Application fee | Rs.100/- (SC/ST and Female candidates are exempted from fee) in the form of Postal order / Demand Draft in favour of Director, South Zone Cultural Centre, Thanjavur payable at Thanjavur. |
| 8 | Last Date for receipt of applications in the office of the Director, SZCC, Dakshini, Medical College Road, Thanjavur-613004(Tamil Nadu) | The applications complete in all respects should reach to the address mentioned on or before 17th January 2020 . The departmental candidates should forward their applications through proper channel within the prescribed time limit. Applications received after the due date will not be entertained. |
| 9 | Selection Procedure | The Appointing Authority shall decide the procedure of selection whether written or interview or Skill test or combination of them. |

| | | |
|----|--|---|
| 15 | Additional information, if any, which you would like to mention in support of your suitability for the post | |
| 16 | Details of Demand Draft / Postal order for Rs.100/- towards application fee (SC/ST Female candidates are exempted from application fee) | D.D. / Postal order No. : Date : Name of the Bank : Branch : |
| 17 | List of documents attached (All documents should be self attested. Application should be continuously page numbered) | |
| | Document | Page No |
| | | |
| | | |
| | | |
| | | |

Name & Signature of the
applicant Date:



South Zone Cultural Centre

(Ministry of Culture, Government of India)

Dakshini, Medical College Road, Thanjavur 613 004 Tamil Nadu



INVITES APPLICATION FOR THE FOLLOWING POSTS ON DIRECT RECRUITMENT

| Sl. No | Name of the post | No. of Post | Category | Scale of Pay | Age limit as on 15.12.2019 |
|--------|-------------------------------|-------------|----------|-----------------|---------------------------------------|
| 01. | Programme Executive | 3 | UR | Rs.35400 (PL-6) | Minimum 18 years – Maximum 30 years |
| 02. | Assistant Programme Executive | 2 | UR | Rs.25500 (PL-4) | Minimum 18 years – Maximum – 25 years |
| 03. | Junior Hindi Translator | 1 | UR | Rs.35400 (PL-6) | Minimum 18 years – Maximum 30 years |
| 04. | Junior Assistant | 2 | UR | Rs.25500 (PL-4) | Minimum 18 years – Maximum – 25 years |

The details and Application form can be obtained from the website **szccindia.org** Application along with Postal order/ Demand Draft for Rs.100/- as application fee payable at Thanjavur in favour of Director, South Zone Cultural Centre, Thanjavur (SC/ST and Female candidates are exempted from the above fee) may be sent to the Director at above address. Last date for receipt of application is :**17th January 2020.**

Sd/-Director

**South Zone Cultural Centre,
Thanjavur**