



**NATIONAL SCHOOL OF DRAMA
BAHAWALPUR HOUSE, BHAGWAN DAS ROAD, NEW DELHI -110001**

Vacancy Notice

National School of Drama, an autonomous institution under Ministry of Culture, Govt. of India invites applications from Indian citizens for appointment to the following posts:

S. N.	Name of Posts	No. and category of Posts	Pay Level of Pay Matrix
1.	Accounts Officer	1-Deputation	Level – 8 (Rs. 47,600-1,51,100)
2.	Assistant Registrar	1- SC (Regular) 1-UR (Deputation)	Level- 7 (Rs. 44,900-1,42,400)
3.	Assistant Light and Sound Technician	1-UR	Level- 6 (Rs. 35,400-1,12,400)
4.	Assistant Wardrobe Supervisor	1-UR	Level- 6 (Rs. 35,400-1,12,400)
5.	Lower Division Clerk	3-UR, 1–OBC, 1-SC, 1-EWS	Level- 2 (Rs. 19,900-63,200)

Candidates are required to apply through online only by using the NSD Website – <https://recruitment.nsd.gov.in>. Please visit NSD website www.nsd.gov.in for other details such as qualification, experience and other terms & conditions etc. The last date for receipt of applications is 28-04-2025.

Registrar



राष्ट्रीय नाट्य विद्यालय

बहावलपुर हाउस, भगवानदास रोड, नई दिल्ली – 110001

रिक्ति सूचना

राष्ट्रीय नाट्य विद्यालय, संस्कृति मंत्रालय, भारत सरकार द्वारा पूर्णतः वित्त पोषित एक स्वायत्तशासी संस्था है जो की निम्न पदों के लिए नियमित / प्रतिनियुक्ति आधार पर भर्ती के लिए भारतीय नागरिकों से आवेदन आमंत्रित करता है :

क्रम सं.	पदों के नाम	पदों की संख्या और श्रेणी	वेतनमान
1-	लेखाधिकारी	1- प्रतिनियुक्ति	लेवल – 8 (Rs. 47,600-1,51,100)
2-	सहायक कुलसचिव	1- अनुसूचित जाति (नियमित) 1- अनारक्षित (प्रतिनियुक्ति)	लेवल – 7 (Rs. 44,900-1,42,400)
3-	सहायक प्रकाश एवं ध्वनि तकनीशियन	1- अनारक्षित	लेवल – 6 (Rs. 35,400-1,12,400)
4-	सहायक वार्डरोब पर्यवेक्षक	1- अनारक्षित	लेवल – 6 (Rs. 35,400-1,12,400)
5-	अवर श्रेणी लिपिक	3- अनारक्षित 1- अन्य पिछड़ी जाति 1- अनुसूचित जाति 1- आर्थिक रूप से कमजोर वर्ग	लेवल – 2 (Rs. 19,900-63,200)

उम्मीदवारों को केवल रा. ना. वि. की वेबसाइट <https://recruitment.nsd.gov.in> का उपयोग करके ऑनलाइन आवेदन करना आवश्यक है। योग्यता, अनुभव, अन्य शर्तों और नियमों के लिए रा. ना. वि. की वेबसाइट www.nsd.gov.in देखें। आवेदन प्राप्ति की अंतिम तिथि **28-04-2025** है।

कुलसचिव



**NATIONAL SCHOOL OF DRAMA
BAHAWALPUR HOUSE, BHAGWAN DAS ROAD, NEW DELHI -110001**

VACANCY NOTICE

National School of Drama, an autonomous institution under Ministry of Culture, Government of India invites applications for the following posts on regular/deputation basis :-

- 1. Accounts Officer - 01- Deputation**
Level – 8 (Rs. 47,600-1,51,100)
Age : 56 years and below

Essential Educational and other Qualification

- i. B.Com with advance Accountancy Auditing.
- ii. At least 5 years experience of administration, in a responsible supervisory position in pay level -6 of pay matrix with ability to control guide and supervise staff in a Govt. or Semi-Govt. Deptt. / Autonomous Organization / University and experience in handling accounts work, store, accounts and audit or in academic works like admission, examinations , student affairs etc. along with working procedure of educational institution of higher learning.
- iii. Knowledge of computer applications.

Desirable:

- (i) Keen interest and familiarity with the working in cultural institution.

- 2. Assistant Registrar - 2 01 - SC and 01- Deputation**
Level – 7 (Rs. 44,900-1,42,400)

**Age : 35 years and below for regular vacancy
56 years and below for deputation**

Essential Educational and other Qualification

- i. Bachelor's degree of recognized university or equivalent.
- ii. At least 5 years of experience of Administration, in a responsible supervisory position i.e. in pay level-6 of pay matrix with ability to control guide and supervise staff in Govt. or semi Govt. Deptt./ autonomous organization/University and experience in handling accounts work, store, accounts and audit or in academic works like admission, examinations, student affairs, etc. along with working procedure of educational institution of higher learning.
- iii. Knowledge of computer applications.

Desirable:

Qualification in the area of Management or Law.

OR

Experience in handling computerized Administration/Legal/Finance/ Establishment matters.

3. Assistant Light and Sound Technician

1 - UR

Level – 6 (Rs. 35,400- 1,12,400)

Age : 30 years and below

Essential Educational and other Qualifications

(a)	Senior Secondary (10+2) pass from a recognized Board or University or equivalent
(b)	Diploma in electrical from a recognized institute or equivalent or Degree/Diploma in Sound Technology from a recognized institute or equivalent
(c)	Five years experience of lighting / sound operations in a theatre hall or under a reputed firm dealing with lighting / sound equipments and knowledge of handling the lighting / sound equipments.

4. Assistant Wardrobe Supervisor

1 - UR

Level – 6 (Rs. 35,400 – 1,12,400)

Age : 30 years and below

Essential Educational and other Qualification

1.	Senior Secondary (10+2) pass or equivalent from a recognized Board or University.
2.	Diploma in cutting / tailoring from NIFT / any other recognized institution / NSD.
3.	Two years experience in handling and maintaining of records in a reputed theatre organization.

5 . Lower Division Clerk

3-UR, 1-OBC, 1-SC, 1-EWS

Level – 2 (Rs. 19,900 – 63,200)

Age : 18 – 28 years and below

Essential Educational and other Qualification

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 computer.

General Instructions for applicants

- 1. The vacancies for the post of Accounts Officer (01) and Assistant Registrar (01) are on deputation .** The terms of appointment shall be governed as per DoPT O.M. NO. 6/8/2009-(Estt.) (Pay-II), Dated 17.06.2010 as amended from time to time. Candidates are requested to take the print out of the application form and forward the same through proper channel to the Registrar, NSD, Bahawalpur House, New Delhi – 110001 so that it should reach by 15th May, 2025.
2. Candidates for all categories of posts are required to apply online only by using the Website - <https://recruitment.nsd.gov.in> or <https://nsd.gov.in>.
3. 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

organization / PSU and fulfilling the requirements are required to submit 'No Objection Certificate' also from their present employer.

4. The eligibility of candidates shall be determined on the last date of submission of application form.

5. Age relaxation will be given to the candidates belonging to SC/ST/OBC (Central list - NCL) and other specified categories of persons as per rules. Employees of National School of Drama regular/contractual/daily wages/ad-hoc basis are entitled to age relaxation as per Recruitment Rules 2020 of NSD.

6. CASTE/ CATEGORY CERTIFICATES:

(a) Candidates applying under any of the reserved category viz. SC/ST/OBC(NCL) will be considered subject to submission of valid Caste certificate on a prescribed format issued by the competent authority. The vacancies are being advertised in financial year 2025-2026, therefore, valid NCL-OBC certificate issued during the period from 01.04.2025 to 31.03.2026 will be considered valid. Candidates applying under OBC category must produce the valid caste certificate in the form as provided by the DoP&T vide O.M. No. 36036/2/2013-Estt. (Res.) dated 30.05.2014 and further clarification issued by DoP&T OM No. 36036/2/2013-Estt. (Res-I) dated 31.03.2016. Certificate must be valid for employment in Central Government Institutions. OBC candidate's eligibility will be based on Castes borne in the Central List of Govt. of India. Their Sub-caste should also match with the entries in Central List of OBC, failing which their candidature as OBC candidate will not be considered. The OBC certificate should clearly show that the applicant does not belong to the Creamy Layer. The certificate submitted should be digitally verifiable.

(b) Application under EWS category will be considered subject to submission of Income and Assets certificate on a prescribed format issued by the competent authority and subject to verification of genuinity of the certificate by the issuing authority. As per DoP&T OM No. 36039/1/2019-Estt (Res), dated 31.01.2019, the crucial date for submitting income and asset certificate by the candidate is the closing date for receipt of application for the post, except in cases where date is fixed otherwise. Therefore, a valid EWS certificate will be the one which has been issued by the competent authority, as prescribed by the GOI/DOPT, on or before the last date of submission of online application.

(c) Candidates who fail to produce valid Cast certificate as mentioned in para – (a) & (b) above will not be considered for reservation under that category. They will however, be considered for UR category.

7. No TA/DA will be paid by the National School of Drama for attending the exam/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 as per rules.

8. Number of posts are tentative and may vary. 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 this regard shall be final.

9. The decision of screening committee, appointed for the purpose to shortlist the candidates from amongst the total number of applications received will be binding on all. Incomplete applications will not be considered.

10. Intimation regarding short listing of candidates, date of skill test/written examination/Interview, etc will be intimated to candidates on their email and NSD Website. Therefore, candidates are advised to check their email and NSD Website for updates.

11. Application fee of Rs. 500/- by UR candidates and Rs. 250/- by OBC (Non Creamy Layer) candidates is to be paid online through Net Banking, Credit, Debit Card or UPI. 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 circumstances.
12. Method of recruitment for the vacancies of Accounts Officer and Assistant Registrar will be based on the performance of the candidates in the interview while for rest of the vacancies it is given at next pages.
13. In case of any dispute/ambiguity that may occur in the process of this recruitment, High Court of Delhi at New Delhi alone shall have the jurisdiction.
14. **Last Date for receipt of online applications is 28-04-2025.**
15. **Last Date for receipt of applications for the post of Accounts Officer and Assistant Registrar on deputation is 15-05-2025 through proper channel.**
16. The application received after the last date will not be considered in any case.