



SAHITYA AKADEMI



An autonomous organization under Ministry of Culture, Government of India and is fully funded by it, invites applications for the post of **Publication Assistant (Unreserved)** at Regional Office, Kolkata :

No. of post : One (Unreserved)

Pay Scale : PB-II/9300-34800/Grade Pay-4200

Educational & other qualifications :

Essential :

1. Graduation or equivalent degree.
2. Diploma in Printing OR
Five year's 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 : 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 alongwith self-attested copies of qualifications/experience etc. in the prescribed format as given on the website duly superscribed on the envelope "**Application for the post of Publication Assistant (Unreserved)**" should reach within 30 days from the date of publication of this advertisement addressed to Secretary, Sahitya Akademi, Rabindra Bhavan, 35, Ferozeshah Road, New Delhi-110001. Applications received through email or without relevant enclosures will not be accepted.

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

Advt no. SA/50/35/2016

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Last Date : 23 January 2017