



सहित्य अकादेमी
Sahitya Akademi, New Delhi

Engagement on contract basis of a Graphic Designer on a consolidated salary of Rs.30,000 pm at Head Office, New Delhi

The Graphic Designer should have a working knowledge of design principles, good multi-taskers with time management skills. A bachelor's degree in graphic design or fine arts and advanced graphic design positions, diploma in visual communication. Must be familiar with a wide range of design software, including PageMaker, Quark, Photoshop, Illustrator and Dreamweaver, also be familiar with printers, scanners and cameras and other tools used often in the graphic design field. Must possess a combination of skills, including technical, computer and design skills, problem solving ability, open to new ideas, colour corrections/making layout and influences, quick to react to changing trends, work to create aesthetically pleasing designs, pictures, concepts in Hindi and English both and knowledge of making print files for CTP/Outputs. Those having minimum three years experience conversant in web designing/development and to use HTML/Web-building tools will be given preference.

Applications addressed to Secretary, Sahitya Akademi, Rabindra Bhavan, 35, Ferozeshah Road, New Delhi-110001 must reach latest by **23 MARCH 2018**.



SAHITYA AKADEMI

Application Form

Application for the post of :-.....

- 1. Name :
- 2. Father's /Husband's Name :
- 3. Date of Birth and age as on last date of receipt of application :
- 4. Present address for communication :
- 5. Permanent Home address :
- 6. Email :
- 7. Mobile No. :
- 8. Educational Qualification (academic/professional qualification in reverse chronological order starting from higher qualification) :

S.No.	Name of the University/ School	Name of the Course	Period		Subject	Year of Passing
			From	To		

- 9. Technical Qualification :

English	Hindi	w.p.m.

Stenography
Typing

- 10. Knowledge of Computer Applications :
- 11. Experience, in the following format :

S. No.	Name & Address of the Employer	Post held	Period		Nature of Duties	Experience/ Work performed
			From	To		

- 12. Languages Known :

- 13. Category to which belong :

GEN	OBC	SC	ST	Disabled
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- 14. Any other information :

This is to certify that, I the applicant fulfills all the requisite qualification/experience and the eligibility criteria mentioned in the advertisement.

(Signature of Candidate)

Place
Date.....