



## KALAKSHETRA FOUNDATION

(An autonomous body under the Ministry of Culture, Government of India)

Thiruvanmiyur, Chennai 600041

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### WALK IN INTERVIEW

Applications are invited by Kalakshetra Foundation from suitable candidates for the post of Consultant (Outreach and Museum) on contract basis for a period of one year, extendable on year-to-year basis subject to satisfactory performance of the candidate during the period of contract. The qualifications required for the position are as under:

<b>Essential Qualifications</b>	<ul style="list-style-type: none"><li>• Bachelor Degree from a recognized University or Diploma/Post Diploma from Kalakshetra Foundation</li></ul>
<b>Desirable Qualifications</b>	<ul style="list-style-type: none"><li>• Knowledge in the field of art and culture especially in the field of Bharatanatyam/Carnatic Music/Visual arts/Crafts.</li><li>• Knowledge in Tamil, Hindi</li></ul>
<b>Required skill set and experience</b>	<ul style="list-style-type: none"><li>• Excellent writing / editing and verbal communication skills</li><li>• Demonstrated ability with social media management and promotional / marketing strategies</li><li>• Excellent interpersonal skills</li><li>• Knowledge of layout and design for print and web-based promotional materials</li><li>• Ability to work on time bound tasks, organize work assignments, set priorities and meet deadlines.</li><li>• Ability to be flexible and adaptable in order to contribute to problem-solving activities within a growing organization.</li><li>• Ability to work and co-ordinate with diverse groups of individuals</li><li>• Solid computer skills (Microsoft Office Suite, Adobe Creative Suite, CorelDraw etc.)</li><li>• Experience in management of online streaming platforms</li><li>• Organizing Webinars through Video conferencing platforms</li><li>• Creativity in presentation of concepts</li><li>• Cataloguing of museum artefacts under different categories</li><li>• Maintenance of backups of all data and storage of data as per the guidelines of Kalakshetra Foundation.</li><li>• Taking care of museum artefacts</li></ul>
<b>Age</b>	Not exceeding 45 years of age on the closing date of receipt of applications
<b>Emoluments</b>	Salary commensurate with the experience

**Note:**

The competent authority in Kalakshetra Foundation reserves the right to relax the eligibility criteria and other terms and conditions in respect of deserving candidates.

Interested candidates may attend the **Walk-in Interview** scheduled on **17.03.2026 (Tuesday)** at **10.30 a.m.** at **“Old Central Office”, Kalakshetra Foundation, Anna Street, Thiruvanniyur, Chennai - 600 041.**

Candidates should bring all original testimonials/proofs of educational qualifications, age, experience, and a **filled-in application form** as appended below. Candidates may kindly note that the application of candidates whose experience certificate could not be verified with the institution last worked will be summarily rejected.

Application may be downloaded and filled in application along with self-attested copies of testimonials may be brought at the time of interview.

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Photograph

**APPLICATION FOR THE POST OF CONSULTANT (OUTREACH & MUSEUM)**

1.	Name (in BLOCK letters)				
2.	Address for communication				
3.	Date of Birth (in Christian era)				
4.	Mobile No./Alternate Mobile No.		Mobile 1: Mobile 2:		
5	Email ID				
6.	Educational Qualification		(Photo copies to be enclosed)		
	Level	Year of Passing	University	% of Marks	
1)	Class X				
2)	Class XII				
3)	Diploma				
4)	Degree				
5)	PG				
6)	Others				
7	Details of Experience (in chronological order) (Total ____y, ____ m, ____ d				
	Designation	Organisation	Nature of duties	From	To
1)					
2)					
3)					
4)					

8	Describe your experience in	
	Outreach activities	Museum Curation
9	Your knowledge about Bharatanatyam / Carnatic Music	
10	Knowledge of South Indian languages (Tamil, Telugu, Malayalam and Kannada)	
	To Speak	
	To Read	
	To Write	
11	How do you consider yourself suitable for the post?	
12	Any other information you wish to add	
	<b>DECLARATION</b>	
	I do hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected, my candidature will stand cancelled and my claim for the recruitment will stand forfeited. I also understand that my appointment, if selected, is purely on a temporary basis with no claim for any regular appointment.	
	Place	
	Date	Signature of Candidate