F. No. 03/NMA-ADMN/2024 (C-32)
Government of India
Ministry of Culture
National Monuments Authority

24, Tilak Marg,
New Delhi- 110001
Dated: 10.09.2026

VACANCY CIRCULAR

The National Monuments Authority, a statutory body under Ministry of Culture intends to engage **two Consultants (Conservation Architect),** at NMA Hqrs, **Delhi** on contract basis, initially for a period of one-year, extendable upto three years, on performance basis: -

Eligibility Criteria	Age	Remuneration
1. Qualification: Masters/ Bachelor's degree or equivalent in Architecture from a recognized University/ Institution and having field experience of conservation practices. **2. Experience:** (i) Minimum three years' experience of working on historic buildings and sites. (ii) Experience in preparation of Site Management Plan for Heritage sites and monuments. (iii) Experience of documentation and condition assessment of historic buildings. (iv) Knowledge of historic building material and technique (v) Preparation of Heritage Bye Laws. (vi) Knowledge about e-office and MS Office.	Max Age- 50 years as on the last date of application.	As per experience Min. Rs. 50000/- Max. Rs. 70000/-

2. **Scope of Work** of Consultant (Conservation Architect) is as under:

i. Preparation of Heritage Bye-laws.
ii. Compilation work of HBL (Hindi and English).
iii. Editing Work of HBL.
iv. Hindi Translation of HBLs.
v. Vetting of English & Hindi Translation work of HBLs after their receipt from ASI/ Heritage Body/ Agency/ Hindi Translator.
vi. Organizing meeting at NMA for approval of HBL and record minutes of such meetings.
vii. Uploading HBLs on the website for public notice and stakeholders' consultation.
viii. Any other task assigned by the competent authority.

3. **Terms and Conditions of Appointment:** As per the Procedure and Guidelines for Engagement of Consultants in the National Monuments Authority (NMA) under Ministry of Culture.

4. Interested and eligible candidates may appear for the **Walk-in Interview** scheduled on **15.10.2026** at **11:30 AM** in the **National Monuments Authority, 24 Tilak Marg, New Delhi-110001**, for engagement at the NMA Headquarters, Delhi. Candidates must bring their detailed bio-data (as per Annexure) along with original certificates supporting their educational qualifications and experience, as well as one set of self-attested copies of all such documents.

(Col. Savyasachi Marwaha)
Director

To

1. DG(ASI), Dharohar Bhawan, New Delhi
2. EA to Member Secretary.
3. EA to Director.

MR

APPLICATION FOR THE POST OF CONSULTANT (CONSERVATION ARCHITECT)

Recent Passport sized photograph with cross signature of the applicant

Station Applied for: _____

1.	Name Address (in Block letters)				
2.	Father's name				
3.	Present Residential Address				
4.	Aadhaar Number				
5.	Date of Birth(DD/MM/YYYY)				
6.	E-mail address with telephone number :				
7.	Educational Qualifications (Enclose copies of self-attested certificates in support of your educational qualifications):				
8.	Brief particulars of service with nature of duties performed till date (Enclose copies of self-attested documents in support).				
	Sr. No	Name of Ministry/ Dept./Org.	Period (DD/MM/YYYY) From	To	Post Held & Remuneration	Nature of work done
9.	Knowledge of Information Technology: -					
	MS Word					
	MS Excel					
	MS PowerPoint					
	Any other (Please specify)					
10.	Additional information, if any, to highlight your suitability for the post.					
11.	The candidate may submit a detailed resume on his experience, work handled related to applied post, other official functions and notable achievements (On a separate sheet and not more than a single page).					

CERTIFICATION

This is to certify that no disciplinary proceedings were pending against me on the date of application and the information given above is true to the best of my knowledge and belief. The supporting documents would be made available on demand; and that I unequivocally and unconditionally accept all the terms & conditions mentioned in the vacancy-advertisement for the post.

Signature:
Full Name:
Place:
Date: