

F.N.20.11/2022-23/MPD/CIET
Media Production Division
Central Institute of Educational Technology
National Council of Educational Research and Training
Sri Aurobindo Marg, New Delhi-110016

Dated: 10.11.2022

Subject: Engagement of Video Editors, Graphic Assistant, Production Assistant, Anchor and Cameraman on daily wages basis-reg.

MPD, CIET, NCERT invites applications from eligible candidates to prepare the panel of the following positions in Media Production Division on daily wages basis.

S. No.	Position & Remuneration	Qualifications and Experience Required
1.	Video Editors Remuneration @ Rs.2500/- per day	<p>Essential Qualification</p> <ol style="list-style-type: none"> 1. Graduate from University/ Recognized Institute 2. Diploma in Video Editing from recognized institute 3. Skills of non- linear Video Editing <p>Desirable</p> <ol style="list-style-type: none"> 1. Two years of works experience in the related field. 2. Skills in the Computer Graphic work with typing in Hindi & English. 3. Knowledge of TV/Radio programme Production. 4. Software Knowledge: FCP, Abode Premier Pro & Abode Photoshop & VFX 5. Preference will be given to Good knowledge of Hindi and English (Written & Spoken). 6. Age limit below 35 years
2.	Graphic Assistant/Artist Remuneration @ Rs.2500/- per day	<p>Essential Qualification</p> <ol style="list-style-type: none"> 1. MFA with 2 years' experience or BFA with 3 years' experience in Applied Art/Painting/ Animation/Design or 3 years Diploma in Graphics & Animation from recognized institution with 4 year Experience in related field. <p>Desirable</p> <ol style="list-style-type: none"> 1. Skills in the Computer Graphics in Adobe Photoshop, Adobe Illustrator, In Design and Adobe after Effects and Flesh. 2. Skill in figurative illustrations, 2D/3D animation and VFX. 3. Preference will be given to the candidate having good knowledge of Hindi and English (Written & Spoken). 4. Age limit below 35 years
3.	Production Assistant (Video & Audio) Remuneration @ Rs.2500/- per day	<p>Essential Qualification</p> <ol style="list-style-type: none"> 1. Master Degree in Mass Communication from a recognized University or Master degree in any subject with PG diploma in Mass Communication/Journalism. <p>Desirable</p> <ol style="list-style-type: none"> 1. Two years of works experience (Research for writing TV scripts and Production) of video programmes production in a reputed production house. 2. Preference will be given to the candidate having Good knowledge of Hindi and English (Written and Spoken). 3. Computer skills: MS word, Excel & Power Point Presentation etc. 4. Translation of Hindi – English and vis-vis. 5. Age limit below 30 years

4.	Anchor (Hindi and English) Remuneration @ Rs.2500/- per day	<p>Essential Qualification</p> <ol style="list-style-type: none"> 1. Master Degree in Mass Communication/ Journalism from a recognized University. or Master /Bachelor degree in any subject with PG diploma in Mass Communication/Journalism. 2. Two years of works experience in Anchoring. <p>Desirable</p> <ol style="list-style-type: none"> 1. Preference will be given to the candidates having good knowledge of Hindi and English (Written & Spoken). 2. Computer skills: MS word, Excel & Power Point Presentation etc. 3. Translation of Hindi – English vis-vis. 4. One-year experience in research for writing TV scripts. 5. Age limit below 30 years
5.	Cameraman Remuneration @ Rs.2500/- per day	<p>Essential Qualification</p> <ol style="list-style-type: none"> 1. Intermediate/Senior Secondary school certificate from Govt. recognised Board or equivalent. 2. Diploma/Certificate from a recognized Institute in Cinematography and Photography. 3. Two years knowledge of handling movie/video camera in media production house/institute like DD, EMPC-IGNOU, CEC-UGC and any other reputed media house. <p>Desirable</p> <ol style="list-style-type: none"> 1. At least Three years' experience in shooting/recording of Video programmes/films. 2. Age limit below 35 years

Tenure: As per requirements in Media Production Division on daily wages basis only.

Those candidates who fulfil the above conditions may send their **applications only in attached prescribed format along with soft copy of certificates (PDF format) on both the e-mail mpdadvertisement.152@gmail.com till 25, November, 2022.** Only shortlisted candidates will be called for interview and/or skill test in face-to-face mode.

Please note that only selected candidates will be intimated for walk in interview. No other query will be entertained.

1. The minimum eligibility for each post has to be met. It is the responsibility of the candidates to ensure that they fulfil the eligibility conditions in terms of (i) educational qualifications (ii) experience etc. as mentioned.
2. These positions/posts are purely temporary on daily wages basis.
3. Candidates should bring and produce their original certificates along with bio-data in support of their educational qualification and experiences at the time of interview and skill test in face-to-face mode.
4. No TA/DA will be paid for attending the interview/skill test.
5. Selected, candidates may be required to join immediately as and when called.
6. Candidates should produce their experience, written and/or published work, if any, (including their artwork, Multimedia, Graphics, Animation, Editing, Audio/Videos/ Advertisements/Promos/Jingles, Books, translation work, Journals, Thesis/Dissertation/ Magazines, portals links, mobile apps store links etc. developed by them) at the time of interview.
7. The Council reserves all the right for relaxation in the requirements i.e., experience in exceptional cases.
8. Canvassing through any means shall be taken seriously and the candidature is liable to be disqualify/rejected.

(Rajesh K. Nimesh)
Head , Media Production Division
CIET- NCERT

Copy to:

1. Joint Director CIET for kind information

Application Form, MPD, CIET-NCERT

Post Applied for (DW) _____

Name: _____

Gender: _____ **Date of Birth: (DD/MM/YYYY)** _____

Father Name: _____

Mother Name: _____

Contact No. _____

E-mail _____

Address for Communication: _____

Category (Gen/OBC/SC/ST/Other) _____

Paste here recent
passport size
Photograph with
signature.

Educational Qualification

Qualification	Board/University/Institute	Subject	Year of Passing	Aggregate %
X th				
XII th				
Graduation				
Master Degree				
M.Phil				
PhD				
UGC NET				

Professional Qualification

Qualification	Board/University/Institute	Subject	Year of Passing	Aggregate %
Graduation/ Diploma				
Master Degree/PG Diploma				

Working Experience

Organization/Department	Designation	Duration	
		From	To

Total Year(s)/Month(s)/Day(s): _____

Declaration: I hereby declare that all mentioned information is correct up to my Knowledge and I bear the responsibility for the correctness of the Particular.

Place: _____

Date: _____

Signature: _____