



VIGYAN PRASAR

(An autonomous organisation of Department of Science and Technology)

A-50, Institutional Area, Sector-62, Noida (UP)

www.vigyanprasar.gov.in

Applications are invited for engagement of various professionals in **VIGYAN PRASAR** at Noida /Delhi office for its new projects i.e. **Science TV Channels - 24x7 internet based TV “India Science”** and One hour dedicate slot on Doordarshan National “**DD-Science**” on **purely contractual basis** from amongst professionals fulfilling the eligibility conditions as prescribed below. The monthly professional fee payable for contractual positions is negotiable and shall be determined on the basis of applicants' expertise, experience and professional standing.

Vacancy Position for Science Channel / Professional Fee /Eligibility Conditions

SN	Professional Position / Designation	No of Post	Professional Fee per Month	Eligibility
1.	Project Manager Video content Hindi /English)	02	Rs. 80,000 – Rs 1,00000	Essential Qualifications: Graduate from a recognised University/Institution with Degree/Post Graduate Diploma in Journalism/Mass Communication/TV production. At least 8 years experience in TV channel/ Media organisations with at least 3 years experience in video production and handling output or Independent programme production for television channel or production house. Desirable: Master Degree/ Post Graduate Diploma in Journalism/Mass Communication/Electronic Media with graduate in Science (ii) Produced science and technology related films and programmes for TV in Hindi or/and English for TV Channel (iii) scripts writing skills

2.	Project Assistant Manager (Editorial /English) Hindi	02	Rs.60,000 - Rs 80,000	Essential Qualifications: (i) Graduate from a recognised University/Institution (ii) At least 5 years experience in / Electronic/Online Media Editing, Production or desk assignment in television production house. (iii) Excellence in written and verbal communication in English/ Hindi (iv) Meticulous proof reading (v) Strong fact checking in scripts, editing etc. Desirable Qualifications: (i) Mater Degree from a recognised University/Institution in Journalism / Mass Communication/ Science (ii) Experience in writing Science and Technology related scripts, articles, reports for different media and experience in editing of video content in Hindi or/and English.
3.	Project Assistant Manager (Science Communication)	02	Rs.60,000 - Rs 80,000	Essential Qualification Master's degree in Natural/Applied Science, Environment or Graduate in Engineering, Medicine from a recognized University with first division in the qualifying degree level. ii) 2 years experience in professional science communication activities Desirable: i) Degree/ diploma in Journalism or Mass Communication or Electronic Media ii) Experience in writing for TV/Radio/ in Hindi or/and English, iii) Organizing Workshops, training programmes (iv) Good communication/writing skill in English and Hindi.
4.	Project Associate (Reporter/ Content Aggregator)	02	Rs.45,000-Rs 55,000	Essential Qualification (i) Graduate from a recognised University/ Institution in a Science stream and (ii) at least 3 years experience of reporting in a media,

				<p>writing, editing content</p> <p>(ii) Desirable: (i) Degree/Diploma from a recognized University/ Institution in Journalism or Mass Communication (ii) Media Experience of working in a reputed TV channel as a reporter (in Hindi and/or English), preferably with a focus on science content. Good communication/ writing skill in preparing reports/interviews in English and Hindi.</p>
5.	Senior Project Technical Associate (Social Media)	01	Rs.45,000-Rs 55,000	<p>Essential Qualification</p> <p>(i) Candidate should possess BCA, B. Tech/ MCA/ Msc. (IT) or Equivalent and Demonstrate knowledge of digital advertising, web marketing and social media marketing.</p> <p>(ii) Five year Experience in LinkedIn, Instagram, Google+, YouTube, Facebook, Twitter and Ability to plan, organize and work on multiple tasks simultaneously.</p> <p>Desirable: Must have strong organizational skills and attention to detail. Must have the ability to work independently and manage multiple projects and deadlines simultaneously with a sense of urgency.</p>
6.	Senior Project Technical Officer (Graphic Designer)	01	Rs.55,000-Rs 60,000	<p>Essential Qualifications</p> <p>Graduate from a recognized University or equivalent (ii) 5 year experience in electronic /digital media and at least 3 years experience in graphic designing work and have a good skills in: 3D Max, Adobe CC Corel, and all other relevant software packages that are required for motion graphics in a television channel environment.</p> <p>Desirable: Degree and diploma in visual communication/ Multimedia/ animation and should have a</p>

				knowledge of creating impressive 3D montages, Astons, bumpers, and other video accessories through adept video editing.
7.	Junior Project Associate	02	Rs.25000-Rs 35000	<p>Essential Qualifications</p> <p>Graduate from a recognized University or equivalent (ii) Having a knowledge of MS office, excel, power point presentation, typing (Hindi /English) 40 wpm (iii) Three years experience</p> <p>Desirable : Working knowledge of maintain records ,computer, typing, Photocopy, Fax, maintaining records, video content, files, support for holding meetings, conferences, Collection and delivery of video content etc. Good communication/ writing skill in English and Hindi.</p>

Other Terms and Conditions:

1. Application will be accepted in prescribed format only. Application may be sent by post or by hand to **The Registrar, Vigyan Prasar, A-50, Institutional Area Sector-62, Noida (UP) 201309**, within 21 days from the date of the publication of the advertisement. All applications should be sent only through Registered/Speed Post. Applicants should clearly note that Vigyan Prasar will in no case be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever.
2. Only Indian nationals are eligible for applying.
3. Engagement of professionals will be on full time basis and their place of work will be New Delhi/ Noida.
4. The prescribed qualification and experience should be acquired on or before date of advertisement.
5. The selection process will be based on academic qualifications, experience and performance in interview. Eligible candidates will have to appear for skill Test / Personal Interview.

6. Candidates working in Government organization / PSU/ must route their application through proper channel, if their department rule requires so.
7. Attach photocopy of all educational, experience certificates for supporting your essential and desirable qualifications and age. Documents to prove qualification, experience and Age etc. have to be produced in original as and when called for interview.
8. Maximum Age limit: not more than 55 years as on date of advertisement. However emphasis will be to select young professionals for the project. Director, Vigyan Prasar has a right in the relaxation of age and experiences in case of the candidates.
9. In case of false or insufficient information / lack of proof to ascertain the eligibility of the applicant, their candidature will summarily be rejected at any stage of the selection process.
10. Candidates are informed that mere submission of applications shall not give them any right to be called for interview / selection. Call letters and intimations connected with this recruitment will be sent to shortlisted candidates by e-mail only. Applicants should ensure that the e-mail id given in the online application is maintained active.
11. Only Short-listed candidates will be called for interview. Merely fulfilling the eligibility criteria does not entitle candidate to be called for Interview.
12. The appointment against the above positions will be purely on contractual basis initially for the period of six months. The contract will be renewed every year based on the performance of the candidates and requirement of work.
13. The above ranges of the professional fee are on consolidated basis and are inclusive of all allowances, etc.
14. Reservation where applicable will be considered as per norms in vogue.
15. Vigyan Prasar reserves the right to cancel /withdraw /postpone this recruitment notice.
16. Rules related to working hours/leave/medical/increment/allowances etc will be applicable to all selected candidates as per Vigyan Prasar rules.
17. The last date of receipt of application is 15 February 2019.



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APPLICATION PROFORMA

Application for the Post of _____

Project Name _____

Photograph

1.	Name in full (in block letters) :	
2.	Father Name :	
3.	Date of Birth	
4.	Age on 1 st January 2019	
5.	Nationality	
6.	Category : (GEN/OBC/SC/ST)	
7.	Permanent Address	
8.	Correspondence Address:	

9.	E-mail ID :		
10.	Phone Number (Mobile & Landline) :		
11.	(i) Essential Educational Qualifications :in chronologically Order (Class 10 to above)		
	Degree/Diploma/Certificates	Board/University/Institutions	Year
(ii) Desirable Qualifications: in chronologically Order			
12.	Professional Experience:		
	Organizations	From	To
			Nature of duties

Total number of years of relevant Experience :-				
Last Salary Drawn:-				
13.	Details of Awards / recognitions;			
14.	Details of completed Projects /Assignments/ Articles/Reports if any (Attached separate in Annexure):			
15.	Any other information. :			

16. I hereby certify that the foregoing information is correct to the best of my knowledge and belief. I have not suppressed any material fact or factual information in the above statement. In case, I have given wrong information or suppressed any material fact or factual information, then my services are liable to be terminated without giving any notice or reasons thereof. I am not aware of any circumstances which might impair my fitness for employment under Government.

17. Signature of the candidate with date: