



SATYAJIT RAY FILM & TELEVISION INSTITUTE, KOLKATA
(AN ACADEMIC INSTITUTION UNDER MINISTRY OF INFORMATION & BROADCASTING, GOVT. OF INDIA)

Applications are invited from the citizens of India for the following engagements, on contract basis, in Satyajit Ray Film & Television Institute, Kolkata. Required educational qualifications and experience is as under:-

S/ N	Name of the Position	No. of Position	Consolidated honorarium per month	Upper Age Limit	Required qualification & experience	Duties
01	Teaching Assistant (Cinematography for Electronic & Digital Media)	01 (One)	Rs.56,100/-	Not exceeding 63 years	<p>a) <u>Essential:</u></p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or post graduate Diploma (at least for 2 years) in Motion Picture Photography/ Cinematography or Videography from a recognized University or Institute;</p> <p>b) <u>Desirable:</u></p> <p>i) Two years' professional experience (including teaching) as Cinematographer/ Videographer in an organization or institution of repute.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) <u>Essential:</u></p> <p>Master Degree in Arts/ Science from recognized university/ institute;</p> <p>b) <u>Desirable:</u></p> <p>i) 4 years' professional experience (including teaching) as Cinematographer/ Videographer in an organization or institution of repute.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) <u>Essential:</u></p> <p>i) Degree of a recognized University;</p> <p>b) <u>Desirable:</u></p> <p>i) 6 years' professional experience</p>	<ul style="list-style-type: none">• Specific Theoretical teaching in respective subjects in integrated course/specialization in conventional Film/TV practices AND new emerging Digital/ Electronic Media, as applicable;• Shall conduct other practical classes and training schedules as per departmental requirements and routine/programme;• Shall be responsible for one-to-one student guidance;• Shall cooperate and assist in carrying out the functions relating to the educational responsibilities like regular classes, projects, workshops, lab visits, study tours, etc.;• Shall prepare & publish class routine and workshop/project/exercise schedule;• Shall conduct examination(s) and perform related work in any examination;• Shall evaluate answer scripts of students for respective examinations conducted by the Institute;• Shall undertake internal assessment of students;• Shall assess the project(s)/exercises in their own capacity or as a member of an assessment board;

					<p>(including teaching) in related field in an organization or institution of repute. ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	<ul style="list-style-type: none"> • Shall prepare result and undertake related jobs; • Shall perform the duties with regard to the admission of the students; • Shall ensure preventive maintenance and smooth running condition of the Department's equipment; • Shall supervise projects and report to HOD. • Shall perform such other duties and functions as may be assigned to him by Director, Dean, concerned HOD and other Authorities from time to time.
02	Teaching Assistant (Electronic & Digital Media Management)	01 (One)	Rs.56,100/-	Not exceeding 63 years	<p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or Diploma (at least of two years duration) in Electronic & Digital Media Management or Producing for Film and Television / Direction/ Editing / Sound / Cinematography/Media Management;</p> <p>b) Desirable:</p> <p>i) 2 years' professional experience (including teaching) in responsible capacity in a TV Production Organisation of repute.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential: Master Degree in Mass Communication or equivalent from a recognized university.</p> <p>b) Desirable:</p> <p>i) 4 years' professional experience (including teaching) in responsible capacity in a TV Production Organisation of repute.</p> <p>ii) Good knowledge of Indian and</p>	Same as Sl.No.01

					<p>International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>b) Desirable:</p> <p>i) 6 years' professional experience (including teaching) in Management / Producing for Electronics & Digital Media in an organization of repute.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	
03	Teaching Assistant (Writing for Electronic & Digital Media)	01 (One)	Rs.56,100/-	Not exceeding 63 years	<p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or post graduate Diploma (for at least 2 years) in Film/ Television /Direction/ Screenplay Writing for EDM from a recognized University or Institution;</p> <p>b) Desirable:</p> <p>i) 2 years' professional experience (including teaching) as a Script Writer for Television/OTT channel in script writing for Television/OTT Channels in an Institution or Organisation of repute.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential:</p> <p>Master degree in theatre/ Literature/ Film Studies/ Television Production/ Film Direction/ Screenplay writing from a recognized University/ Institute.</p> <p>b) Desirable:</p> <p>i) 4 years professional experience (including teaching) as Television Director/ Producer/Writer.</p>	Same as Sl.No.01

					<p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>b) Desirable:</p> <p>i) 6 years' professional experience in related field (including teaching) in Film Direction or Film Production or Script Writing in an organization.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	
04	Teaching Assistant (Sound for EDM)	01 (One)	Rs.56,100/-	Not exceeding 63 years	<p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or post graduate Diploma (at least for 2 years) in Sound Recording and/or Sound Engineering/ Sound Designing/ Audiography from a recognized University or Institute;</p> <p>b) Desirable:</p> <p>i) 2 years' professional experience (including teaching) as in the field of Sound Recording and/or Sound Engineering in an Organization or Institution of repute engaged in Film/TV/media Production or Training.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential:</p> <p>Master Degree in Arts/ Science from recognized university/ institute;</p> <p>b) Desirable:</p> <p>i) 4 years' professional experience (including teaching) in the field of Sound</p>	Same as Sl.No.01

					<p>Recording and/or Sound Engineering in an Organization or Institution of repute engaged in Film/TV/media Production or Training.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential: Degree of a recognized University;</p> <p>b) Desirable: i) 6 years' professional experience (including teaching) in related field in an organization or institution of repute. ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	
05	Teaching Assistant (Editing for EDM)	01 (One)	Rs.56,100/-	Not exceeding 63 years	<p>a) Essential: i) Degree of a recognized University; ii) Degree or post graduate Diploma (at least for 2 years) in Film/ Television Editing from a recognized University or Institute</p> <p>b) Desirable: i) 2 years' professional experience (including teaching) in the field of digital Editing in an organization or Institution of repute. ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential: Master Degree in Arts/ Science from recognized university/ institute;</p> <p>b) Desirable: i) 4 years' professional experience (including teaching) in the field of digital Editing in an organization or Institution of</p>	Same as Sl.No.01

					<p>repute.</p> <p>ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential: Degree of a recognized University;</p> <p>b) Desirable: i) 6 years' professional experience (including teaching) in related field in an organization or institution of repute. ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	
06	Teaching Assistant (Direction & Producing for EDM)	01 (One)	Rs.56,100/-	Not exceeding 63 years	<p>a) Essential: i) Degree of a recognized University; ii) Degree or post graduate Diploma (at least for 2 years) in Film or TV Direction/Producing from a recognized University or Institute;</p> <p>b) Desirable: i) 2 years' professional experience (including teaching) as Film/TV Director/ Producer in Film/TV Direction/Producing in reputed organization or institution. ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential: Master Degree in Arts/ Science from recognized university/ institute;</p> <p>b) Desirable: i) 4 years' professional experience (including teaching) as Film/TV Director/Producer in Film/TV Direction/Production in reputed organization or institution. ii) Good knowledge of Indian and International Television/OTT channel</p>	Same as Sl.No.01

					<p>Programmes.</p> <p style="text-align: center;">OR</p> <p>a) Essential: i) Degree of a recognized University;</p> <p>b) Desirable: i) 6 years' professional experience (including teaching) in related field in an organization or institution of repute. ii) Good knowledge of Indian and International Television/OTT channel Programmes.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	
--	--	--	--	--	---	--

GENERAL TERMS & CONDITIONS

Note:-

- (i) All the engagement will be initially for one year which may be extended subject to reviewing of satisfactory performance.
 - (ii) The contract is liable to be terminated by giving one month's notice by either side, without assigning any reason.
 - (iii) The contractual engagement shall not confer any right for regularization or absorption against any post in SRFTI.
 - (iv) The selected candidate will be required to join on immediate basis.
 - (v) The selected candidates who wish to avail staff quarter will be charged the rent as per their post/category. However, allotment of staff quarter is subject to availability.
- Interested candidates who fulfill the above requirements shall apply through online application form (google form) only. The link to the application form is <https://forms.gle/v4o1Wq2T16rqKgbp7> The application fee is Rs.1200/- for each post which is to be deposited through SBI Collect (Application fee for recruitment). A copy of payment receipt may be uploaded during submission of form. However, SC, ST, PWD & female applicants are exempted from payment of application fees as per extant practice of GOI. The print out of the application along with copy of all requisite documents shall have to reach to **Registrar, Satyajit Ray Film & Television Institute, EM Bypass Road, Panchasayar, Kolkata : 700094** within 31.10.2023.
- How to pay Application fees:
1. Click open the link <https://www.onlinesbi.sbi/sbicollect>
 2. Select category as Educational Institutions.
 3. Select the Institution from the list (use search option to Find Satyajit Ray Film and TV Inst).
 4. In the payment category select "Application Fees (Recruitment)".
 5. Fill up the payment detail to proceed for payment.
 6. Once payment is done, please upload the payment confirmation receipt in the application form.

7. Digitally store the receipt of payment for future reference.

- Interested candidates applying for more than one post should pay fee separately for each post.
- Last date for submitting application form : 31.10.2023 (5 PM) and the last date of receiving hard copy of the application form is 06.11.2023 (5 PM)
- With regard to age limit, the crucial date would be the last date fixed for receipt of application i.e. 31.10.2023.
- Experience for each post will be counted post education qualifications (degree/diploma/certificate). Supporting document is required.
- SRFTI strives to have a workforce which reflects gender equality.
- The Institute reserves the right to reject any/all applications without assigning any reason whatsoever, along with not filling up any vacancy.
- For any query, please contact in 033-2432-9300/8355/8356 or mail with office.admin@srfti.ac.in.
- Depending on the number of applications, eligible short-listed candidates will be called for trade test and/or interview (as applicable). Since, it is not possible to call all the eligible candidates for trade test and/or interview, the applicants will be short-listed on the basis of criteria fixed by the Institute, at the time of scrutiny. The decision of the Institute in this regard will be final and binding.

Registrar