

**RAJYA SABHA TELEVISION
RAJYA SABHA SECRETARIAT**

No.RS.1/5/2015-RSTV/XXXV

Dated 22 September 2015

**Walk-in-Interviews for Various Professional Positions of Rajya Sabha
Television (RSTV)**

Rajya Sabha Television (RSTV) proposes to hold Walk-in-Interviews for engagement of suitable candidates to various professional positions on contract basis initially for a period of two years. Names of the professional positions to be filled, maximum fee payable, number of vacancies and the eligibility conditions are indicated in **Annexure – ‘A’**. Only Indian citizens between 21 to 58 years of age are eligible to apply. The monthly professional fee payable for these positions is negotiable and shall be determined on the basis of applicants’ expertise, experience and professional standing.

2. Interested and eligible candidates may appear for walk-in-interview as per the schedule given in **Annexure – ‘B’** at the Office of Rajya Sabha Television, 3rd Floor, Talkatora Stadium Annexe Building, New Delhi-110001 along with six photocopies of the application form duly filled up and signed as given in **Annexure – ‘C’**. Testimonials/certificates are not required at the time of interview. Original documents of the selected candidates will be verified before they are engaged. No TA/DA will be paid for the interview.

3. Candidates are advised to go through the eligibility conditions carefully and appear for interview only if they fulfil all essential qualifications for the professional position for which they intend to appear. Candidates may kindly note that their experience as freelancer will not be taken into account while calculating their experience in the respective fields.

**NARENDRA KUMAR
JOINT DIRECTOR**

Eligibility Conditions

S. No.	Professional Position	Maximum limit of monthly fee which can be paid (Rs.)	No. of Positions to be filled *	Eligibility Conditions
1.	Consultant Anchor (English)	96,000	3	Essential Qualifications: (i) Graduate from a recognised University/ Institution: and (ii) At least 6 years experience of reporting or production in television channel. Desirable: (i) At least 3 years experience of anchoring in television channel in Hindi or English: and (ii) Degree/ Diploma from a recognised University/ Institution in Journalism or Mass Communication or Media Production.
2.	Senior Guest Coordinator	84,000	1	Essential Qualifications: (i) Graduate from a recognised University/ Institution; and (ii) At least 6 years experience in a television channel in guest coordination.
3.	Senior Video Librarian	75,000	1	Essential Qualifications: (i) B.Lib. from recognized University/ Institution; and (ii) At least 8 years experience in organizing the video library and video archiving in a television channel. Or (i) Graduate from a recognised University /Institution, and; (ii) Diploma in Library Science from a recognized University/Institution; and (iii) At least 10 years experience in organizing the video library, video archiving in a television channel.
4.	Anchor (English)	60,000	2	Essential Qualifications: (i) Graduate from a recognized University/ Institution; and (ii) At least 4 years experience of reporting or production in television channel. Desirable: (i) At least 2 years experience of anchoring in television channel in Hindi or English: and (ii) Degree/ Diploma from a recognized University/ Institution in Journalism or Mass Communication or Media Production.

S. No.	Professional Position	Maximum limit of monthly fee which can be paid (Rs.)	No. of Positions to be filled *	Eligibility Conditions
5.	Graphics Designer (VizRt/Virtual Studio)	60,000	3	<p>Essential Qualifications:</p> <p>(i) Graduate in Visual Communication and Multimedia/ Fine Arts</p> <p style="text-align: center;">Or</p> <p>Graduate in any discipline with Diploma/ Certificate Course in Graphics Designing and Multimedia from a recognized University/ Institution; and</p> <p>(ii) At least 5 years experience in the design and creation of graphics in a television channel/ production house using popular computer aided design tools and software like 3D Max, Adobe etc. and;</p> <p>(iii) At least 2 years experience of working on VizRT system in designing and programming.</p> <p>Desirable:</p> <p>At least Certificate Course or certified training with VizRT System.</p>
6.	Video Librarian	54,000	4	<p>Essential Qualifications:</p> <p>(i) Graduate from a recognised University/ Institution; and</p> <p>(ii) At least 5 years experience in organizing the video library, video archiving in a television channel.</p> <p>Desirable</p> <p>At least 2 years experience in video editing in Non-linear format in a television channel/Production house.</p>
7.	Graphics Designer	42,000	3	<p>Essential Qualifications:</p> <p>(i) Graduate in Visual Communication and Multimedia/ Fine Arts</p> <p style="text-align: center;">Or</p> <p>Graduate in any discipline with Diploma/ Certificate Course in Graphics Designing and Multimedia from a recognized University/ Institution ; and</p> <p>(ii) At least 5 years experience in design and creation of graphics in a television channel/ production house using popular computer aided design tools and software like 3D Max, Adobe, etc.</p> <p>Desirable:</p> <p>At least one year experience of working on popular Graphics machines like VizRT, Wasp 3D, etc. in PCR operations for online delivery.</p>

S. No.	Professional Position	Maximum limit of monthly fee which can be paid (Rs.)	No. of Positions to be filled *	Eligibility Conditions
8.	Make-up Artist	40,000	6	<p>Essential Qualifications:</p> <p>(i) Matriculation from a recognized board/ institution ; and</p> <p>(ii) At least 2 years make-up experience in a TV channel/ production house / film industry / theatre / advertisement industry.</p> <p>Desirable:</p> <p>(i) At least Diploma/Certificate of not less than 6 months duration in make-up/hair styling from any institution; and</p> <p>(ii) At least 6 months experience in hair styling.</p>
9.	Front Office Executive	30,000	5	<p>Essential Qualifications:</p> <p>(i) Graduate from a recognized University/ Institution; and</p> <p>(ii) At least 3 years experience in managing Front Office.</p> <p>Desirable:</p> <p>At least two years experience in a similar capacity in a television channel.</p>
10.	Camera Assistant	20,000	10	<p>Essential Qualifications:</p> <p>(i) Matriculation from a recognised Board/ Institution; and</p> <p>(ii) At least 2 years experience as assistant in camera department of a TV channel/ production house.</p>
11.	Studio Assistant	20,000	7	<p>Essential Qualifications :</p> <p>(i) Matriculation from a recognised Board / Institution; and</p> <p>(ii) At least 2 years experience of working in a similar position in a TV channel.</p>

* No. of vacancies are tentative and may vary.

Schedule for Walk-in-Interviews

S. No	Professional Position	Date
1.	Consultant Anchor (English)	Wednesday, 7 October 2015 Reporting time : 01.00 p.m. Interview : 03.00 p.m.
2.	Anchor (English)	Thursday, 8 October 2015 Reporting time : 01.00 p.m. Interview : 03.00 p.m.
3.	Senior Guest Coordinator	Wednesday, 14 October 2015 Reporting time : 01.00 p.m. Interview : 03.00 p.m.
4.	Senior Video Librarian	Wednesday, 14 October 2015 Reporting time : 02.00 p.m. Interview : 04.00 p.m.
5.	Video Librarian	Wednesday, 14 October 2015 Reporting time : 03.00 p.m. Interview : 05.00 p.m.
6.	Graphics Designer (VizRt/Virtual Studio)	Thursday, 15 October 2015 Reporting time : 01.00 p.m. Interview : 03.00 p.m.
7.	Graphics Designer	Thursday, 15 October 2015 Reporting time : 03.00 p.m. Interview : 05.00 p.m.
8.	Make-up Artist	Friday, 16 October 2015 Reporting time : 01.00 p.m. Interview : 03.00 p.m.
9.	Front Office Executive	Wednesday, 28 October 2015 Reporting time : 01.00 p.m. Interview : 03.00 p.m.
10.	Camera Assistant	Thursday, 29 October 2015 Reporting time : 01.00 p.m. Interview : 03.00 p.m.
11.	Studio Assistant	Friday, 6 November 2015 Reporting time : 01.00 p.m. Interview : 03.00 p.m.

APPLICATION FORM

(Applicants must read the general instructions as given in **Annexure - 'D'** before filling up the application form)

*Recent passport
size self-attested
photograph*

Professional Position applied for: _____

1. **Name** : _____

2. **Father's /
Husband's Name** : _____

3. **Age** : _____ **Yrs.** **Date of Birth** : _____ **Sex** : _____

4. **Nationality** : _____

5. **Residential Address:**

Temporary : _____

District : _____ **State** : _____ **Pin** : _____

Permanent : _____

District : _____ **State** : _____ **Pin** : _____

6. **Telephone No.** _____ **Mobile No.** _____
(with STD Code)

7. **E-mail ID:** _____

8. **Educational Qualifications (Matriculation onwards)** :

Sr.No	Name of the Degree/Diploma/Certificate	Name of the University/Board/Institution	Year	Main Subjects	Division/Percentage of Marks

9. Professional Experience :

Name of Organisation	Post Held	Details/ Nature of the work performed	From	To

10. Total emolument/fee last drawn : _____

11. Expected professional fee, if selected: _____

12. Any other information: _____

13. Qualifications/experience prescribed for eligibility to the professional position applied for vis-à-vis qualifications/experience of the applicant (essential & desirable conditions to be indicated separately):

	Prescribed for the post	Possessed by the candidate
Essential	1.	
	2.	
	3.	
	4.	
Desirable	1.	
	2.	
	3.	
	4.	

DECLARATION

I declare that I fulfil the eligibility conditions as prescribed for the position applied for by me and that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/engagement is liable to be cancelled/terminated.

Place : _____

Date : _____

(Candidate's Signature)

General Instructions

1. Candidates are required to apply strictly as per the prescribed application format as given in **Annexure - 'C'**. Applications in any other format are liable to be rejected.
2. Applications should be typewritten. Applications which are illegible or do not conform to general instructions are liable to be rejected.
3. Incomplete applications shall be summarily rejected.
4. Candidates appearing for more than one professional position are required to fill up separate application for each position.
5. Copies of documents/certificates vis-à-vis educational qualifications, experience, etc. are not required to be attached with the application. However, final selection will be subject to verification of original certificates/documents.
6. Any misrepresentation or concealment of fact or submission of false information on the part of any applicant shall render him/her ineligible/disqualified for engagement in RSTV for any professional position.
7. No correspondence or personal inquiry whatsoever in respect of the interviews shall be entertained after the interviews.
8. Candidates appearing for walk-in-interviews shall not be entitled for payment of any TA/DA.
9. Candidates are advised against canvassing in any form or manner. Any canvassing for or on behalf of any candidate shall render him/her ineligible/disqualified for being considered for engagement in RSTV.
10. Rajya Sabha Secretariat/RSTV reserves the right to cancel the process of engagement of professionals at any stage without any notice and without assigning any reason(s) therefor.