

RAJYA SABHA SECRETARIAT

**PARLIAMENT HOUSE ANNEXE
NEW DELHI**

No.RS.46/1/2018-Perl.

Dated the 2nd November, 2018

VACANCY CIRCULAR

Rajya Sabha Secretariat proposes to fill the post of Chief Executive Officer, Rajya Sabha Television from eligible Indian citizens on deputation/contract basis. The conditions of eligibility of the post are as given in ***Annexure-I*** of this Circular. The period of contract/deputation will be for a period of three years, subject to satisfactory performance.

2. A Search-cum-Selection Committee will screen candidates and recommend a suitable person for the post of CEO, RSTV.

3. The candidates who fulfill the eligibility conditions and are desirous of being considered for appointment to the above post, may apply in the enclosed Application format as given in the ***Annexure-II*** of this Circular and the application, complete in all respects, should reach '**The Secretary, Rajya Sabha Secretariat, Room No. 204, Second Floor, Rajya Sabha Secretariat, Parliament of India, Parliament House Annexe, New Delhi - 110001**' latest by **5.00 p.m. on 30th November, 2018**. The applications of serving officers in the Central/State Governments or Public Sector Undertakings/ Autonomous Bodies should be forwarded through proper channel and accompanied by attested photocopies of their APARs of last five years alongwith a certificate as given in ***Annexure-III*** of this Circular. The other candidates may apply directly to this Secretariat along with self attested copies of certificates in support of age/qualifications/experience.

4. No application received after 30th November, 2018 shall be entertained. Incomplete applications or applications received without requisite documents shall be summarily rejected and no further correspondence in this regard shall be entertained.

**(AMIT KUMAR)
DEPUTY SECRETARY**

No.RS.46/1/2018-Perl.

Copy to :-

1. Office of the Hon'ble Chairman, Rajya Sabha
2. Office of the Secretary-General, Rajya Sabha
3. Office of Secretary
4. Office of the CEO, RSTV
5. All Ministries/Departments of Government of India/Chief Secretaries of all States/ Union Territories/Lok Sabha Secretariat/ President's Secretariat/ Vice-President's Secretariat/ Supreme Court of India/C&AG of India/Election Commission of India-with a request to give wide publicity to this Circular in their Offices including Autonomous Bodies/Statutory Organizations/Public Sector Undertakings under their control.
6. Notice Board, Rajya Sabha Secretariat
7. All Officers/Sections/P.S.s/P.A.s and Pay & Accounts Office, Rajya Sabha
8. NIC - For placing the advertisement on the Intranet/Website of the Rajya Sabha Secretariat

Annexure-I

Sl. No.	Name of the Post and Scale of Pay/ Fee	No. of Post	Eligibility Conditions
1.	<p>Chief Executive Officer, Rajya Sabha Television</p> <p>(a) On Contract: Maximum monthly Consolidated Fee of Rs 2,40,000/-</p> <p>(b) Deputation: HAG Scale of Rs 67000-79000 (pre-revised) (Level 15 in Pay Matrix [revised] (provisional))</p>	1	<p>A. Contract</p> <p>By selection from amongst candidates possessing:</p> <ul style="list-style-type: none">(i) Bachelor's degree from a recognized university/institution;(ii) At least 16 years of experience in the field of media including 5 years in top managerial/editorial position in reputed TV channels;(iii) Experience of management of a news channel, production of public affairs/news based programmes, coverage and live telecast of special events, marketing and revenue generation etc.; and(iv) Special knowledge or practical experience in respect of such matters as administration, management, broadcasting, education, literature, culture, arts, music, dramatics or journalism. <p>Desirable</p> <ul style="list-style-type: none">(i) Degree/Diploma from a recognised university/institution in Journalism or Mass Communication or Electronic Media; and(ii) Knowledge of parliamentary procedures, coverage of the proceedings of the Parliament <p>Age Limit : The upper age limit on the closing date of receipt of applications is 62 years.</p> <p>B. Deputation</p> <p>By selection from serving officers of Central/State Governments or Public Sector Undertakings/ Autonomous Bodies:</p> <ul style="list-style-type: none">(i) holding HAG scale of Rs. 67000-79000 (corresponding to Level 15 in the Pay Matrix) or holding post in the pre-revised scale of Pay Band-4 of Rs. 37400-67000 + Grade Pay of Rs. 10,000 (Level 14 in the Pay Matrix) with 3 years of regular service in the said post; and(ii) having 10 years experience in Television or electronic media management, with proven senior level experience of management of a news channel, marketing, revenue generation, etc. with adequate knowledge of parliamentary procedure. <p>Age Limit: The appointment on deputation basis will be on standard terms and conditions of deputation as prescribed by the Department of Personnel & Training. The maximum age limit of the applicants on the closing date of receipt of applications should be 56 years.</p>

**Application for post in the Rajya Sabha Secretariat circulated
vide Vacancy Circular dated 02.11.2018**

1. Post applied for (in block letters):

2. Name (in block letters):

3. Father's/Husband's name:

4. Date of Birth: Age: _____ years

Gender:

Photograph

5. Nationality:

6. Residential Address:

Temporary:

Permanent:

7. Telephone number (with STD code):

Mobile No.:

E-mail ID:

8. Organisation where working/last worked:

9. Present Designation:

10. Scale of Pay of the post presently held & Basic Pay drawn/ Total fee last drawn:

11. Educational/ Technical/Professional qualifications (Matriculation onwards):

Sl. No.	Class/Degree/Diploma /Certificate	Name of the Board/University/ Institution	Year	Main subjects	Division/Percentage of Marks

12. Professional experience and training/courses, if any, done:

Sl. No.	Name of the Ministry/Department/ Organisation	Post held	From	To	Scale of Pay/ Remuneration	Nature of work performed	Details of training/courses done
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

13. Brief resume of Professional achievements :

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:

(Signature of the applicant)

Date:

CERTIFICATE

(In case of Serving Employees)

1. Certified that particulars furnished by Shri/Smt./Kum. _____ have been verified from his/her record and found correct.
2. No vigilance case is either pending or contemplated against Shri/Smt./Kum. _____. His/her integrity is certified.
3. No major or minor penalty was imposed on Shri/Smt./Kum. _____ during the last 10 years as per records in the Ministry/Department.
4. Copies of Annual Confidential Reports/Annual Performance Appraisal Reports for the last 5 years are enclosed.
5. It is certified that in the event of the selection, the officer will be relieved of his/her duties immediately and he/she shall not be allowed to withdraw the candidature.

**Signature of Head of Office/Department
with Stamp**

Place:

Date: