



SATYAJIT RAY FILM & TELEVISION INSTITUTE, KOLKATA
(AN ACADEMIC INSTITUTION UNDER MINISTRY OF INFORMATION & BROADCASTING, GOVT. OF INDIA)
Phone: (033) 24329300, 24328355, 24328356, FAX: (033) 2432-0723/9436

Applications are invited from the citizens of India for the following engagements, on contract basis, in the Film & Television Institute, Itanagar, Arunachal Pradesh. Required educational qualification and experience is as under:-

S/ N	Name of the Position	No. of Position	Consolidated honarium per month	Age Limit	Required qualification & experience	Duties & Responsibilities
01	Technical Assistant	01 (one)	Rs. 16,000/-	30 years	<p><u>a)Essential:-</u></p> <p>i) ITI OR Diploma in Electrical/Electronics Engineering from a recognized University or Institute;</p> <p>ii) At least 03 years experience of maintenance and repair of equipment.</p> <p><u>b)Desirable:</u></p> <p>Working experience of Audio/ Visual equipment.</p>	<ul style="list-style-type: none">• To look after different equipment and regular maintenance of the said equipment;• To provide skilled assistance to technical requirement of students during projects organizing/fixing accessories, day-to-day care/cleaning/routine & exigent maintenance of equipment;• To facilitate technical works required in studios/workshops/ shootings while working along with students under training;• To perform such other duties and functions as may be assigned to him by the Maintenance Engineer/Assistant Maintenance Engineer and other senior officers from time to time.

Note:-

- (i) The engagement will be on contract basis initially for six months.
- (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 FTI.
- (iv) The selected candidate will be required to join on immediate basis.

Interested candidates who fulfill the above requirements may send their neatly typed application on plain paper as per the following format with the self-attested copies of certificate of proof of age, qualifications, caste, experience etc. and two copies of recent passport size photographs, addressed to **%The Director, Satyajit Ray Film & Television Institute, E. M. Bypass Road, P.O. Panchasayar, Kolkata – 700 094**", along with a Demand Draft (**non-refundable**) of Rs.100/-, drawn in favour of **%Satyajit Ray Film & Television Institute**", payable at Kolkata. The following categories of applicants are, however, exempted from payment of application fees as per extant practice of GOI - SC, ST, PH, female. The applicant may send the application **by speed post or may drop** in the application box located in Admn. Block of this Institute, **latest by 15.09.2018**.

The envelope shall be superscribed with the name of the post applied for.

Interested candidates applying for more than one post, have to submit separate application (along with separate Demand Draft) for each post.

No interim queries will be entertained. The Institute Authority reserves the right to reject any/all applications without assigning any reason whatsoever.

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.

Format for application

The Director,
Satyajit Ray Film & Television Institute,
E. M. By Pass Road,
P.O. Panchasayar,
Kolkata . 700 094

Sir,

Sub: **Application for the engagement of Technical Assistant on Contract basis in FTI, Itanagar.**

This has reference to your advertisement published in _____ . on _____ . in connection with recruitment to the engagement of _____ in Film & Television Institute, Itanagar, Arunachal Pradesh on contract basis.

2. I would like to apply for the engagement of _____ in Film & Television Institute, Itanagar, Arunachal Pradesh on contract basis. The required details are furnished below:-

01.	Name (in block letters)	
02.	Father's / Husband's Name	
03.	Present Address	
04.	Permanent Address	
05.	Date of Birth	
06.	Age as on last date of receipt of application	
07.	Educational Qualification	
08.	Experience	
09.	Nationality	
10.	Religion	
11.	Caste	
12.	Marital Status	
13.	Contact No.	
14.	Email Address	
15.	Present Occupation, if any	
16.	Other Information, if any	
17.	Demand Draft No., Date and Amount	

I hereby declare that the above information is true, correct and complete 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 application/candidature is liable to be rejected summarily.

- Encl: a) self-attested copy of certificate as proof of age
b) self-attested copies of certificates of qualifications
c) self-attested copy of certificate of caste
d) self-attested copies of certificates of experience
e) two copies of recent passport size photographs
f) Demand Draft of Rs.100/-

Signature of the Applicant