

Satyajit Ray Film and Television Institute

E.M. Bypass Road, P.O. Panchasayar, Kolkata 700094.

(A society registered under West Bengal Societies' Registration Act, 1961)

ADVERTISEMENT FOR THE POST OF DIRECTOR, SATYAJIT RAY FILM AND TELEVISION INSTITUTE, KOLKATA

Satyajit Ray Film and Television Institute (SRFTI), Kolkata, a premier Institution imparting training in various disciplines of Film and Television, is an Autonomous Institution under Ministry of Information & Broadcasting, Government of India and is registered under West Bengal Societies' Registration Act, 1961. SRFTI, Kolkata invites applications from the citizens of India for appointment to the post of **DIRECTOR** on 'deputation including short term contract' or 'on contract' as per Standard terms of Contract.

Duties and Responsibilities: Director, SRFTI is the Chief Executive of SRFTI and will be in-charge of both academic and administrative functions. He/she shall be responsible for the proper administration of the Institute and for imparting educational and training instructions. The Director functions as Member Secretary of the SRFTI Society and its Governing Council. He/she further exercises all such powers as may be delegated to him/her by the Governing Council.

Pay Band: Pay Matrix Level 14 (PB-4 Rs.37400-67000 + Grade Pay Rs.10000/-) of the Central Government and other allowances, as admissible under Central Government Rules. The Director will also be eligible for a rent free residential accommodation in the SRFTI campus.

ELIGIBILITY

On DEPUTATION (including short term contract)

Officers of Central Government/State Government/Autonomous bodies/Statutory Organizations/Semi-Government organizations

- (a) (i) holding analogous post on regular basis OR
- (ii) with three years of regular service in the scale of Pay Matrix Level 13 (PB-4 Rs.37400-67000 + Grade Pay Rs.8700) and
- (b) possessing the following educational qualification and Experience:

Essential

- (i) Graduate from a recognized University.

Desirable

- (i) Experience of managing or making personal contribution in one of the following areas:
- Writing Stories/Lyrics/Screenplay/Script for films or TV programmes
 - Editing of Film/TV programmes
 - Production of Film/TV programmes
 - Direction of film/plays/TV programmes

Contd...2

Age limit and tenure

The maximum age limit for appointment on Deputation shall not exceed 56 years.

Period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed 5 years.

OR

On CONTRACT (As per the Standard Form of Contract)

Essential

- (i) Graduate from a recognized University
- (ii) Minimum 10 years experience in the field of Film/Electronic Media out of which minimum three years of experience in heading an Academic/professional Institution/University/Department/Organisation of National repute.

Desirable

- (i) Being a film maker of repute.
- (ii) Having a post-graduate degree or diploma in cinema from a recognized University or Institute.
- (iii) Having experience of teaching courses related to films/TV in a recognized University/Institution

Age Limit and Tenure

Contract for a period of 3 years may be extended upto 6 years or 60 years of age, whichever is earlier.

Employees of Central Government/State Government/Autonomous bodies/Statutory Organisations and Semi-Government organizations needs to submit their applications through proper channel. Applications not routed through proper channel and after the prescribed time limit, will not be entertained.

Applications and details may also be downloaded from the website: www.srfti.ac.in

The application should contain the information in the given proforma (annexure together with attested copies of supporting documents and should be addressed to **Registrar, Satyajit Ray Film and Television Institute, E.M. Bypass Road, P.O. Panchasayar, Kolkata 700094**. Application with its enclosures should reach this office through their Controlling Officer along with Vigilance Clearance and attested copies of last five years Annual Confidential Report of the Officer. The envelope should be superscribed as “**APPLICATION FOR THE POST OF DIRECTOR**”, and should reach SRFTI, Kolkata within 45 days from the date of publication of this advertisement.

Registrar

ANNEXURE

**APPLICATION FOR THE POST OF DIRECTOR, SATYAJIT RAY FILM AND
TELEVISION INSTITUTE, KOLKATA**
(To be forwarded to the Registrar, SRFTI in duplicate)

1. Name and Address in block letters :
2. Date of Birth (in Christian Era) and Age :
in completed years on last date of application
3. Date of retirement :
4. Educational Qualifications :
5.
 - (i) Present Post held:
 - (ii) Date of from it is continuously held:
 - (iii) Pay Band and Pattern of DA:
(whether Central Govt. or Industrial DA pattern):
 - (iv) Present Pay + GP (along with the date of which drawn):
6. Date of Return from the last ex-cadre post, if any:
7. Details of experience (the latest appointment/assignment to be given first):

Sl.No.	Name of Post and employer assignment held	Period		Scale of Pay with Grade Pay	Nature of appointment whether ad-hoc or regular	Nature of duties performed in brief
		From	To			

8. Whether SC/ST/OBC :
9. Any other particulars which are not covered in any of the above columns:
10. Telephone Nos.
Office:
Residence:
Mobile:
Fax:
Email:

Signature of the candidate

Place:

Date:

Certificate to be furnished by the Employer/Head of Office/Forwarding Authority

Certified that the particulars furnished by _____ are correct and he/she possesses education qualifications and experience mentioned in the vacancy circular.

Also certified that:

- (i) There is no vigilance case pending/contemplated against him.
- (ii) His/her complete CR dossier/ACRs/APARs for the last 5 years duly attested (on each page) by an officer of the rank of an Under Secretary to the Government of India are enclosed.
- (iii) His/her integrity is beyond doubt.
- (iv) No major/minor penalties have been imposed on him during last 10 years/List of major/minor penalties imposed on him during the last ten years is enclosed.

(Strike out of whichever is not applicable).

**Signature of Officer not below the
rank of Deputy Secretary with stamp
indicating the name and designation of Officer**
