



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

Satyajit Ray Film & Television Institute, Kolkata was established by the Government of India as an autonomous educational Institution under the Ministry of Information & Broadcasting in the year 1996. The Institute offers three years Post-Graduate Diploma Course in Direction & Screenplay Writing, Producing for Film & Television, Motion Picture Photography, Editing, Sound Recording & Design and Animation Cinema and other courses on Electronic & Digital Media. Applications are invited from the citizens of India for the following posts on **DIRECT** recruitment in Satyajit Ray Film & Television Institute, Kolkata. Required educational qualification and experience is as under:-

S/ N	Name of the Position	No. of Position	Reser vation	Pay Scale (as per 7 th CPC)	Age Limit	Required qualification & experience	Functions & Duties
1.	Animator	1	UR	Level-7 (44900-142400)	Not exceeding 32 Years [Relaxable for Government servants (other than SRFTI employees) as per Govt. of India's extant orders. Same relaxation would also be admissible to the employees of Central/State Autonomous Bodies & Public Sector Enterprises] [Upper age limit is not applicable for regular employees of SRFTI] [For Contractual employees of SRFTI only, upper age limit is relaxable by the number of years of service rendered by them in SRFTI]	a) Essential: i) Degree in Fine Arts from a recognized University or Institution or equivalent; ii) Certificate/Diploma in 3D Animation Software and Computer Graphics (minimum 6 months course) from a recognized University or Institution. iii) At least three years' experience in Animation/ Graphics in an Organization or Institution connected with Film/TV Graphics/Training.	<input type="checkbox"/> Specific practical training/ demonstration particularly in new emerging Digital/ Electronic Media- Animation; <input type="checkbox"/> To conduct other practical classes and training schedules as per departmental requirements; <input type="checkbox"/> Responsible for one-to-one student guidance; <input type="checkbox"/> 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.

2.	Projection Assistant	01	UR	Level-2 (19900-63200)	<p>27 years</p> <p>[Relaxable for Government servants (other than SRFTI employees) as per Govt. of India's extant orders. Same relaxation would also be admissible to the employees of Central/State Autonomous Bodies & Public Sector Enterprises]</p> <p>[Upper age limit is not applicable for regular employees of SRFTI]</p> <p>[In case of Casual Workers With Temporary Status or Contractual Employees of SRFTI only, upper age limit is relaxable by the number of years of service rendered by them in SRFTI as Casual Worker With Temporary Status or Contractual employee, as the case may be]</p> <p>[Upper age limit is further relaxable, if any one of them had served SRFTI as Casual Labour before being re-designated as Casual Worker With Temporary Status or Contractual employee, as the case may be and if such service is at least for 240 days in a year (including broken periods of service) for minimum 2 years continuously. The total number of days of such service of 240 days or more in a year shall be added together and the cumulative period is entitled for such additional relaxation of upper age limit]</p>	<p>a) Essential:</p> <p>i) Matriculation or equivalent of a recognized Board;</p> <p>ii) Certificate of competence or License in Film Projection issued by the Competent Authority;</p> <p>iii) At least THREE years' experience as an Assistant Projection Room Operator or Projectionist in a Commercial Cinema Hall or Govt. Organization.</p> <p>b) Desirable:</p> <p>i) Experience of handling and operating Cinema Projection Equipment of different types.</p> <p>(Candidates are required to produce evidence of work done/ experience)</p>	<ul style="list-style-type: none"> • To provide skilled assistance to the Projection Room Operator/ Senior Projectionist for technical requirement- of film projection, analogue AND digital; film shifting/ carriage AND preparing/fixing/operating film projection accessories, day-today care/cleaning of projection equipment; • To facilitate technical works required in film projection during events/students' projects while working alongside students under training; • Watch and ward duty in those technical areas and shall remain responsible for safety/security of the related equipment. • Shall perform such other duties as may be assigned to him by the seniors.
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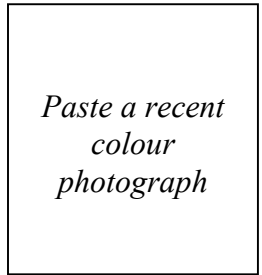
General Terms & Conditions

- ❖ 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**”. The applicant may send the application **by ordinary post or may drop** in the application box located in Admn. block of this Institute within 30 days of publication of the advertisement (**i.e.22.05.2023**). The application fee is Rs.1200/- which is to be deposited through SBI Collect (Application fee for recruitment). A copy of payment receipt may be attached with the application form. **The application fee(s) once paid shall not be refunded under any circumstances nor can the fee(s) be held in reserve for any other application or examination or selection. Separate application fee is to be paid separately for every post applied.** However, SC, ST, PWD & female applicants are exempted from payment of application fees as per extant practice of GOI.
- ❖ How to pay Application fees: **1.**Click open the link <https://www.onlinesbi.com/sbicollect/icollecthome.htm> OR visit www.onlinesbi.com and further click on “SB Collect” which is at the top left, vertically 06th from left to right. **2.** Read the “Terms Used”, then tick/ click on the ‘check box’ and further click on “Proceed”. **3.** Select West Bengal in State of Corporate / Institution, then select Educational Institutions in type of Corporate/ Institution and click Go. **4.** Search / Find Satyajit Ray Film and TV Inst in Educational institutions name and click submit. **5.** In the payment category select “Application Fees (Recruitment):”. **6.** Once payment is done, please download the payment confirmation receipt and attach the same with the application form. **7.** Digitally store the receipt of payment for future reference.
- ❖ The last date of receipt of application is 22.05.2023 (5.00 p.m.)
- ❖ The envelope shall be superscribed with the name of the post applied for.
- ❖ The applicants who are interested to apply for more than one post may apply separately.
- ❖ With regard to age limit, the crucial date would be the last date fixed for receipt of application i.e. 22.05.2023.
- ❖ Those already employed under Government/Semi-Government/Public Sector/Autonomous Institutes, should apply through proper channel.
- ❖ Age relaxation will be given to the applicants under SC/ST/OBC/PWD category as per Govt. of India rules. With regard to upper age limits, the crucial date would be the last date fixed for receipt of application.
- ❖ No interim queries will be entertained. The Institute Authority reserves the right to reject any/all applications without assigning any reason whatsoever, along with not filling up any vacancy.
- ❖ Depending on the number of applications, eligible short-listed candidates will be called for trade test/written test and or interview (as applicable). Since, it is not possible to call all the eligible candidates for trade test 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

APPLICATION FORMAT FOR THE POST OF UNDER
DIRECT RECRUITMENT

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



Sir/Madam,

Sub: **Application for the recruitment to the post of under direct recruitment basis, in SRFTI.**

This has reference to your advertisement published in on in connection with recruitment to the post of in Satyajit Ray Film & Television Institute, Kolkata, under direct recruitment basis.

2. I would like to apply for the post of in Satyajit Ray Film & Television Institute, Kolkata, under direct recruitment 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.	SBI Collect details (UTR & Date)	

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) Payment receipt of Rs.1200/-

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Signature of the Applicant