



SATYAJIT RAY FILM & TELEVISION INSTITUTE, KOLKATA
(AN ACADEMIC INSTITUTION UNDER MINISTRY OF INFORMATION & BROADCASTING, GOVT. OF INDIA)

Applications are invited from the citizens of India for the following engagements, on contract basis, in Satyajit Ray Film & Television Institute, Kolkata. Required educational qualifications and experience is as under:-

S/N	Name of the Position	No. of Position	Consolidated honorarium per month	Age Limit	Required qualification & experience	Duties
01	Associate Professor, Direction	01 (One)	Rs.118645/-	Not exceeding 63 years.	<p>a) Essential</p> <p>i) Degree of a recognized University</p> <p>ii) Degree or Post Graduate Diploma in Film Direction/ Production or equivalent from a recognized University or Institute</p> <p>iii) At least eight years professional experience as film director and/or teaching experience in Film Direction in reputed organization or institution</p> <p>b) Desirable</p> <p>i) Post-graduate teaching experience in film direction in institute/organization of repute.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	<ul style="list-style-type: none">• Shall implement the syllabus in tune with academic goal of the department;• Shall coordinate the workshops, guest lecturers, special sessions; making schedule for regular classes, exercises and guidelines, besides taking regular theoretical and practical classes;• Shall be responsible for designing day-to-day implicational aspects of academics;• Shall be especially responsible for regular upgrading and assessment of the students;• Shall ensure proper utilization of existing physical & human resources;• Shall prepare and notify prior programming of curriculum for the calendar year and weekly routine;• Shall prepare a roster indicating engagement of all members of Faculty covering core programme;• Shall suggest suitable speaker/trainers for specific area of training;• Shall advise and assist in development of syllabi programmes, training materials/aids suited to the needs of the students;• Shall prepare notes, report to HOD reg. field problems to modify/draft operational instructions;• Shall identify training needs, plan, formulate and execute training programmes within the framework of guidelines of the Institute;• Shall generate related statistics for onward transmission to Tutorial, conduct written/practical tests and prepare reports thereon;• Shall supervise, co-ordinate and ensure completion of courses on schedule;• Shall make arrangements for holding examination(s);• Shall take necessary follow up action for expeditious publication of results;• Shall submit proposals suggested for inclusion in annual budget;• Shall take effective measures in regard to the Admission of the students;• Shall be responsible for planning and execution towards generation of revenue by hiring out resources/consultation;• Shall perform such other duties and functions as assigned to him by the Academic Byelaws of the Institute, as amended from time to time, and as may be assigned to him by the Director/Dean/concerned HOD and other authorities from time to time;

02	Associate Professor, Cinematography	01 (One)	Rs.118645/-	Not exceeding 63 years.	<p>a) Essential</p> <p>i) Degree of a recognized University</p> <p>ii) Degree or Post Graduate Diploma in Motion Picture Photography or Cinematography from a recognized University or Institute</p> <p>iii) At least eight years professional experience as Motion Picture Photographer or Cinematographer and/or teaching experience in Motion Picture Photography or Cinematography in an organization or institution of repute.</p> <p>b) Desirable</p> <p>i) Post-graduate teaching experience in Motion Picture Photography or Cinematography in reputed institute/Organisation</p> <p>(Candidates are required to produce evidence of professional work done)</p>	Same as Sl.No.01
03	Associate Professor, Editing	01 (One)	Rs.118645/-	Not exceeding 63 years.	<p>a) Essential</p> <p>i) Degree of a recognized University</p> <p>ii) Degree or Post Graduate Diploma in Film Editing from a recognized University or Institute</p> <p>iii) At least eight years professional experience as Film/Video Editor and/or teaching experience in Film / Video Editing in an organization or institution of repute.</p> <p>(Candidates are required to produce evidence of professional work done)</p> <p>b) Desirable</p> <p>i) Post-graduate teaching experience in Film Editing in reputed institute/Organisation</p>	Same as Sl.No.01

04	Associate Professor, Sound Recording & Design	01 (One)	Rs.118645/-	Not exceeding 63 years.	<p>a) Essential</p> <p>i) Degree of a recognized University</p> <p>ii) Degree or Post Graduate Diploma in Sound Recording and/or Sound Engineering from a recognized University or Institute</p> <p>iii) At least eight years professional experience as Sound Recordist and/or Sound Engineer and/or teaching experience in Sound Recording and/or Sound Engineering in an organization or institution of repute.</p> <p>(Candidates are required to produce evidence of professional work done)</p> <p>b) Desirable</p> <p>i) Post-graduate teaching experience in Sound Recording and/or Sound Engineering in reputed institute/organization</p>	Same as Sl.No.01
05	Associate Professor, Animation	01 (One)	Rs.118645/-	Not exceeding 63 years.	<p>a) Essential:</p> <p>i) Degree from a recognized University/Institution;</p> <p>ii) Post Graduate Degree or Diploma in Animation from a recognized University or Institution;</p> <p>iii) At least eight years' professional experience &/OR teaching in the field of Animation in a responsible capacity in an Organization or Institution engaged with Training/ Production.</p> <p style="text-align: center;">OR</p> <p>i) Master Degree IN FINE ARTS (preferably in Applied Art/ Computer Animation) from a recognized University/institute;</p> <p>ii) At least ten years' professional experience of Animation and/or of teaching experience in a</p>	Same as Sl.No.01

					<p>responsible capacity in an Organization or Institution engaged with Training/ Production.</p> <p>b) Desirable: i) Expertise in latest technical & curricular developments in the field.</p> <p>(Candidates are required to produce evidence of teaching, case studies& portfolio of independent creative samples)</p>	
06	Associate Professor, Producing for Film & Television	01 (One)	Rs.118645/-	Not exceeding 63 years.	<p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or Post Graduate Diploma or equivalent in Film or Television Direction/Production from a recognized University or Institute;</p> <p>iii) At least eight years' professional experience on Film Production &/OR teaching experience in an Organization or Institution of repute.</p> <p style="text-align: center;">OR</p> <p>i) Master Degree in MANAGEMENT of a recognized University / INSTITUTE;</p> <p>ii) At least Ten years' professional and/or teaching experience in a responsible capacity in an Organization or Institution OF RESPECTIVE FIELD.</p> <p>b) Desirable: i) Good knowledge in Film and TV medium in India and abroad.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	Same as Sl.No.01

07	Assistant Professor, Direction	01 (One)	Rs.99969/-	Not exceeding 63 years.	<p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or post graduate Diploma in Film Direction or Film Production or equivalent from a recognized University or Institute;</p> <p>iii) At least three years' professional experience as Film Director or Film Producer and/or teaching experience in Film Direction or Film Production in reputed organization or institution</p> <p>b) Desirable:</p> <p>i) Working knowledge in Computer.</p> <p>ii) Good knowledge of Film and TV medium in India and abroad.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	<ul style="list-style-type: none"> • Specific Theoretical teaching in respective subjects in integrated course/specialization in conventional Film practices AND new emerging Digital/ Electronic Media, as applicable; • Shall conduct other practical classes and training schedules as per departmental requirements and routine/programme; • Shall be responsible for one-to-one student guidance; • Shall cooperate and assist in carrying out the functions relating to the educational responsibilities like regular classes, projects, workshops, lab visits, study tours, etc.; • Shall ensure preparation & publication of class routine and workshop/project/exercise schedule; • Shall conduct examination(s) and perform related work in any examination; • Shall evaluate answer scripts of students for respective examinations conducted by the Institute; • Shall undertake internal assessment of students; • Shall assess the project(s)/exercises in their own capacity or as a member of an assessment board; • Shall prepare result and undertake related jobs; • Shall perform the duties with regard to the admission of the students; • Shall ensure preventive maintenance and smooth running condition of the Department's equipment; • Shall supervise projects and report to HOD. • 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.
08	Assistant Professor, Cinematography	01 (One)	Rs.99969/-	Not exceeding 63 years.	<p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or post graduate Diploma or equivalent in Motion Picture Photography or cinematography from a recognized University or Institute;</p> <p>iii) At least three years' professional experience as Cinematographer and/or teaching experience in Motion Picture Photography or cinematography in an organization or institution of repute.</p> <p>b) Desirable:</p> <p>i) Working knowledge in Computer.</p> <p>ii) Good knowledge of Film and</p>	Same as Sl.No.07

					TV medium in India and abroad (Candidates are required to produce evidence of professional work done)	
09	Assistant Professor, Editing	01 (One)	Rs.99969/-	Not exceeding 63 years.	<p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or post graduate Diploma or equivalent in Film Editing from a recognized University or Institute;</p> <p>iii) At least three years' professional experience as Film Editor and/or teaching experience in Film Editing in reputed organization or institution</p> <p>(Candidates are required to produce evidence of professional work done)</p> <p>b) Desirable:</p> <p>i) Working knowledge in Computer.</p> <p>ii) Good knowledge of Film and TV medium in India and abroad.</p>	Same as Sl.No.07
10	Assistant Professor, Sound Recording & Design	01 (One)	Rs.99969/-	Not exceeding 63 years.	<p>a) Essential:</p> <p>i) Degree of a recognized University;</p> <p>ii) Degree or post graduate Diploma or equivalent in Sound Recording from a recognized University or Institute;</p> <p>iii) At least three years' professional experience as Sound Recordist in film/TV and/or teaching experience in Sound Recording in reputed organization or institution</p> <p>b) Desirable</p> <p>i) Working knowledge in Computer.</p> <p>ii) Good knowledge of Film and TV</p>	Same as Sl.No.07

					medium in India and abroad (Candidates are required to produce evidence of professional work done)	
11	Assistant Professor, Animation	01 (One)	Rs.99969/-	Not exceeding 63 years.	<p>a) <u>Essential:</u></p> <p>i) Degree in Fine Arts from a recognized University;</p> <p>ii) Post Graduate Degree or Diploma in Animation from a recognized University or Institution of repute;</p> <p>iii) At least three years' professional experience &/or teaching of Graphics/ Animation in a responsible capacity in an Organization or Institution connected with Film or TV Graphics or Training.</p> <p>b) <u>Desirable:</u></p> <p>i) Good knowledge of computer;</p> <p>ii) Good knowledge of Film and TV medium in India and abroad.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	Same as Sl.No.07
12	Assistant Professor, Producing for Film & Television	01 (One)	Rs.99969/-	Not exceeding 63 years.	<p>a) <u>Essential:</u></p> <p>i) Degree from a recognized University, or equivalent;</p> <p>ii) Post Graduate Degree/Diploma or equivalent in Film/ TV Direction/Production/Producing and at least three years professional experience in Film/TV Production and or respective teaching experience in an organization or institution of repute;</p>	Same as Sl.No.07

					<p style="text-align: center;">or</p> <p>Post Graduate or Diploma or equivalent in Business Administration, Mass Communication, Media Studies and at least five years professional experience in Film/TV Production and or respective teaching experience in an organization or institution of repute.</p> <p>b) Desirable: i) Expertise in film/TV production including marketing, finance and distribution.</p>	
--	--	--	--	--	---	--

GENERAL TERMS & CONDITIONS

Note:-

- (i) All the engagement will be initially for one year which may be extended subject to reviewing of satisfactory performance.
 - (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 SRFTI.
 - (iv) The selected candidate will be required to join on immediate basis.
 - (v) The selected candidates who wish to avail staff quarter will be charged the rent as per their post/category. However, allotment of staff quarter is subject to availability.
- Interested candidates who fulfill the above requirements shall apply through online application form (google form) only. The link to the application form is <https://forms.gle/v4o1Wq2T16rqKgbp7> The application fee is Rs.1200/- for each post which is to be deposited through SBI Collect (Application fee for recruitment). A copy of payment receipt may be uploaded during submission of form. However, SC, ST, PWD & female applicants are exempted from payment of application fees as per extant practice of GOI. The print out of the application along with copy of all requisite documents shall have to reach to **Registrar, Satyajit Ray Film & Television Institute, EM Bypass Road, Panchasayar, Kolkata : 700094 within 31.10.2023.**
- How to pay Application fees:
1. Click open the link <https://www.onlinesbi.sbi/sbicollect>
 2. Select category as Educational Institutions.
 3. Select the Institution from the list (use search option to Find Satyajit Ray Film and TV Inst).
 4. In the payment category select "Application Fees (Recruitment)".
 5. Fill up the payment detail to proceed for payment.

6. Once payment is done, please upload the payment confirmation receipt in the application form.

7. Digitally store the receipt of payment for future reference.

- Interested candidates applying for more than one post should pay fee separately for each post.
- Last date for submitting application form : 31.10.2023 (5 PM) and the last date of receiving hard copy of the application form is 06.11.2023 (5 PM)
- With regard to age limit, the crucial date would be the last date fixed for receipt of application i.e. 31.10.2023.
- Experience for each post will be counted post education qualifications (degree/diploma/certificate). Supporting document is required.
- SRFTI strives to have a workforce which reflects gender equality.
- The Institute reserves the right to reject any/all applications without assigning any reason whatsoever, along with not filling up any vacancy.
- For any query, please contact in 033-2432-9300/8355/8356 or mail with office.admin@srfti.ac.in.
- 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.

Registrar