

## REGIONAL NEWS UNIT: DOORDARSHAN KENDRA, SHILLONG

### NOTIFICATION FOR EMPANELMENT OF CASUAL ASSIGNEES IN DIFFERENT CATEGORIES

Regional News Unit, Doordarshan Kendra, Shillong invites applications from interested Candidates of Indian origin residing in Shillong for empanelment as Casual Assignees in different categories, as per the details given below:

Sl No	Category	Age	Essential Qualification	Fee payable
1.	Editorial Assistant	25-50 Years	<b>Essential</b> i) Degree from a recognized University ii) Degree/Diploma in Journalism from a recognized university iii) Minimum 3 years' experience of work related to news broadcasting/news organization <b>Desirable:</b> i) Acquaintance with national/international affairs. ii) Matriculate in the relevant language	Rs. 1600 per day per shift
2.	C.G. Operators	21-50 Years	<b>Essential</b> i) 10+2 from a recognized Board ii) Certificate in Computer Application. <b>Desirable</b> i) One year's experience in relevant field	Rs. 750/- per day per shift
3.	Website Assistant.	21-50 Years	<b>Essential</b> 1) Degree from a recognized University ii) Diploma in Journalism/Mass Communications from a recognized University <b>Desirable</b> i) Exposure to new media operations and/or proven aptitude in this field	Rs. 1000/- per day per shift
4.	Post Production Assistant	25-50 Years.	<b>Essential</b> i) Degree from a recognized University. ii) Degree/Diploma in Film & Video Editing from a Recognized University iii) 3 Years' experience in the relevant field. <b>Desirable</b> i) Matriculate in the relevant language i) Exposure to audio visual medium and proven aptitude in this field.	Rs. 1000 per day per shift
5.	Stenographer( Khasi)	21-50 Years.	<b>Essential</b> i) 10+2 from a recognized Board ii) Speed of 80 w.p.m in shorthand and 40 w.p.m in Computer typing	Rs. 850 per day per shift

6.	News Readers (Khasi & English)	21-40 Years	<p><b><u>Essential</u></b></p> <p>i) Degree from a recognized University.  ii) Proficiency in the language concerned,  iii) Camera friendly face with a voice of a very good quality suited to Broadcasting.  iv) Correct pronunciation, accent and modulation.  v) Knowledge of current regional/Indian and foreign affairs,  vi) Acquaintance with name of important personalities in the Region/India and abroad.</p> <p><b><u>Preferable</u></b></p> <p>i) Journalism background.  ii) Professional background in the Field of academic or related areas.  iii) Experience with Television/Radio Media</p> <p><b><u>Desirable</u></b></p> <p>i) Knowledge of English &amp; Hindi  ii) Ability to interview people who matter in news  iii) Ability to write news stories and report event from the sports</p>	<p>Rs. 1100/- per day per shift (For Single Bulletin)</p> <p>Rs. 1250/- For Fresher per day per shift (For Multiple bulletins in a shift)</p> <p>Rs. 1600/- For persons with 03years' experience per day per shift (For Multiple bulletins in a shift)</p>
7.	Reporter (English & Khasi)	21-50 Years	<p><b><u>Essential</u></b></p> <p>i) Degree from a recognized University  ii) Degree/Diploma in Journalism/Mass Communications from a Recognized University</p> <p><b><u>Desirable</u></b></p> <p>i) <b>3 years experience in relevant field, preferably in broadcasting organization</b>  ii) Acquaintance with national/ international affairs  iii) Matriculate in the relevant language</p>	<p>Rs. 1600/- <b>for 3 years Experience</b></p> <p>Rs.1250/- <b>for Fresher</b></p>
8.				

### Important points for Candidates

1. Casual category empanelment is not a regular post.
2. Those empanelled cannot claim for permanent job.
3. Selected candidates may get maximum 7 (seven) assignments per month.
4. Applications without proper enclosures will be summarily rejected and no further correspondence will be entertained.
5. Canvassing in any form will attract rejection of application.
6. There is no application fee.
7. No TA/DA will be paid for the tests/interview.

### How to apply

The eligible candidates may send their applications in the prescribed format at Annexure A, along with the copies of required documents, i. e., Certificates of educational qualifications, Proof of age, Proof of residence, experience certificate etc. to the RNU Head Doordarshan Kendra, Laitkor Peak, Shillong-793010 within one month from the date of publication of the notification in the website

**Application for Casual Assignment in RNU, DDK, Shillong**

Affix a Passport  
Size Recent  
Photograph

1. Post Applied for on casual assignment basis:

2. Name:

3. Date of Birth:

4. Son of/ Daughter of/ Wife of:

5. a) Permanent Address:

b) Present Address:

5. Mobile No. :

6. Email Id:

7. a) **Educational Qualification:**

Qualification	Institution/Board	Year of Passing

b) **Other Professional Qualifications (if any):**

Qualification	Institution/Board	Year of Passing

8. **Languages Proficient in Speaking:**

Urdu  Hindi  English

9. **Languages Proficient in Writing:**

Urdu  Hindi  English

10. **Experience:**

a) Whether Employed: Yes  No

b) If Yes , Details of Employment/ Self Employment

Dept/Organization/ Establishment	Nature of Work/Job/ Assignment	Period in Years/Month

c) Whether having any Media Experiences: Yes  No

d) If Yes , Details of Experience

Name of Media Organization	Nature of Work/Job/ Assignment	Period in Years/Month

**10. Any Other Relevant Information, if any, related to this assignment:**

.....  
 ...  
 .....

**11. Whether already working in All India Radio/ Doordarshan?  
 Name the department AIR Programme, NSD: AIR, DD Prog. Or DD: RNU?**

.....  
 ...  
 .....

I hereby declare that all the above information furnished by me are true and correct to the best of my knowledge and belief. I also know that this assignment **is not and will not be considered for an employment**. I further solemnly express my unconditional acceptance for the terms and conditions of this assignment.

Date:

Signature of the Applicant