

**PARLIAMENT OF INDIA**  
**RAJYA SABHA SECRETARIAT**

**Engagement of professionals on contractual basis for  
Rajya Sabha Television (RSTV)**

Applications are invited for engagement of various professionals in the soon to be launched Rajya Sabha Television (RSTV), on purely contractual basis for a period which may extend upto three years, from amongst professionals fulfilling the eligibility conditions as prescribed in **Annexure - 'A'**. Only Indian citizens between 21 to 58 years of age as on the last date of receipt of applications are eligible to apply. The monthly professional fee payable for these positions is negotiable and shall be determined on the basis of applicants' expertise, experience and professional standing.

2. The applications are to be submitted in the prescribed format as given in **Annexure - 'B'**. Applications complete in all respects may be sent to **Shri Narendra Kumar, Deputy Director, Rajya Sabha Secretariat, Room No. 114-B, Parliament House, New Delhi - 110 001, so as to reach by 6.00 p.m. on or before 7 January 2011.**

**Annexure - 'A'**

<b>Sl. No.</b>	<b>Professional Position</b>	<b>Eligibility Conditions</b>
1.	Executive Editor (New Media)	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; (ii) At least 15 years experience in media with at least 3 years experience of working at Bureau Chief level or above; and (iii) At least one year experience of online setup of any print or electronic media organisation/ publishing house.
2.	Associate Executive Producer	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; (ii) At least 15 years experience in media with at least 10 years experience in a television channel ; and (iii) At least one year experience of independent handling of shift in a television channel or planning of shows or execution of news based programmes. <b>Desirable:</b> Degree/ Diploma from a recognised University/ Institution in Journalism or Mass Communication or Electronic Media.
3.	Senior Assistant Editor	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; (ii) At least 15 years experience in media with at least 10 years experience in a television channel; and (iii) At least 7 years experience in independent programme production or anchoring of shows and panel discussions. <b>Desirable:</b> Degree/ Diploma from a recognised University/ Institution in Journalism or Mass Communication or Electronic Media.
4.	Senior Producer/ Controller of Programme/ Assistant Editor	<b>Senior Producer</b> <b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 10 years experience in media with at least 5 years experience in handling input/ output or assignments or independent programme production or parliamentary coverage for electronic media. <b>Desirable:</b> Degree/ Diploma from a recognised University/ Institution in Journalism or Mass Communication or Electronic Media. <b>Controller of Programme</b> <b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 10 years experience in television/ film with at least 5 years experience in programme production or documentary production or as in-charge of studio operations. <b>Desirable:</b> Degree/ Diploma from a recognised University/ Institution in Journalism or Mass Communication or Electronic Media. <b>Assistant Editor</b> <b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 10 years experience in print or electronic media with at least 5 years experience of parliamentary coverage. <b>Desirable:</b> Degree/ Diploma from a recognised University/ Institution in Journalism or Mass Communication or Electronic Media.
5.	Producer/ Correspondent	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 8 years experience in media with at least 5 years experience in reporting or production or desk assignment in radio or television. <b>Desirable:</b> Degree/ Diploma from a recognised

		University/ Institution in Journalism or Mass Communication or Electronic Media; and (ii) At least two years experience of parliamentary coverage.
6.	Associate Producer/ Senior Reporter	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 5 years experience in media with at least 3 years experience in reporting or production or desk assignment in radio or television. <b>Desirable:</b> Degree/ Diploma from a recognised University/ Institution in Journalism or Mass Communication or Electronic Media; and (ii) At least two years experience of parliamentary coverage or reporting of social or political issues.
7.	Assistant Producer/ Reporter	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 2 years experience in print or electronic media or theatre/ folk theatre/ street theatre. <b>Desirable:</b> Degree/ Diploma from a recognised University/ Institution in Journalism or Mass Communication or Electronic Media.
8.	Senior Researcher	<b>Essential Qualifications:</b> (i) Post Graduate from a recognised University/ Institution; and (ii) At least 5 years research experience in any university/ research institute/ media organization.
9.	Researcher	<b>Essential Qualifications:</b> (i) Post Graduate from a recognised University/ Institution; and (ii) At least two years research experience in any university/ research institute/ media organisation.
10.	Senior Anchor (Hindi and English)	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 10 years experience of anchoring in television in Hindi or English.
11.	Anchor (Hindi and English)	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 5 years experience in reporting in Hindi or English or production in electronic media. <b>Desirable:</b> At least two years experience of anchoring.
12.	Director (Technical)	<b>Essential Qualifications:</b> (i) BE/ B.Tech. in Electronics and Communications or Electrical or Electronics or M.Sc. in Electronics from a recognised University/ Institution; and (ii) At least 15 years experience in handling the technical aspects of a television channel with at least 3 years experience in a supervisory capacity.
13.	Senior Cameraperson	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 12 years experience in cinematography with experience in lighting for multi-camera shoots for live as well as pre recorded shows. <b>Desirable:</b> Diploma or a Certificate Course (of not less than one year duration) in cinematography from a recognised University/ Institution.
14.	Cameraperson	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 5 years experience in cinematography with experience in handling cameras of popular formats in studios as well as outdoor shoots for a television channel. <b>Desirable:</b> Diploma or a Certificate Course (of not less than one year duration) in cinematography from a recognised University/ Institution.
15.	Camera Assistant	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 3 years experience as assistant in camera

		department of a TV channel/ production house.
16.	Senior Video Editor	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 12 years experience in video editing on Non-linear Format in a television channel/ production house.</p> <p><b>Desirable:</b> (i) At least 2 years experience of working on Final CutPro; and (ii) Diploma or a Certificate Course (of not less than one year duration) in Video Editing and Post Production from a recognised University/ Institution.</p>
17.	Video Editor	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and (ii) At least 5 years experience in video editing in Non-linear Format in a television channel/ production house.</p> <p><b>Desirable:</b> (i) At least one year experience of working on Final CutPro; and (ii) Diploma or a Certificate Course (of not less than one year duration) in Video Editing and Post Production from a recognised University/ Institution.</p>
18.	Senior Graphic Artist	<p><b>Essential Qualifications:</b> (i) Graduate in Visual Communication and Multimedia/ Fine Arts or Graduate in any discipline with Diploma/ Certificate Course in Graphics Designing and Multimedia from a recognised University/ Institution; and (ii) At least 12 years experience in the design and creation of graphics in a television channel/ production house using popular computer aided design tools and software like 3D Max, Adobe etc.</p> <p><b>Desirable:</b> At least 5 years experience of working on popular Graphics machines like VizRT, Wasp 3D, etc.</p>
19.	Graphic Artist (Online and Offline)	<p><b>Essential Qualifications:</b> (i) Graduate in Visual Communication and Multimedia/ Fine Arts or Graduate in any discipline with Diploma/ Certificate Course in Graphics Designing and Multimedia from a recognised University/ Institution ; and (ii) At least 5 years experience in design and creation of graphics in a television channel/ production house using popular computer aided design tools and software like 3D Max, Adobe, etc.</p> <p><b>Desirable:</b> At least one year experience of working on popular Graphics machines like VizRT, Wasp 3D, etc. in PCR operations for online delivery.</p>
20.	Manager (Broadcast Operation)	<p><b>Essential Qualifications:</b> (i) BE/ B.Tech. in Electronics and Communication or Electrical or Electronics or M. Sc. in Electronics from a recognised University/ Institution; and (ii) At least 7 years experience in a TV channel in supervision and management of operations/ maintenance/ optimization/ configuration of broadcast equipment.</p> <p style="text-align: center;"><b>Or</b></p> <p>(i) B.Sc. in Electronics or Diploma in Electronics, Electronics Engineering/ Electronics &amp; Communication Engineering from a recognised University/ Institution; and (ii) At least 10 years experience in a TV channel in supervision and management of operations/ maintenance/ optimization/ configuration of broadcast equipment.</p>
21.	Assistant Manager (Broadcast Operation)	<p><b>Essential Qualifications:</b> (i) BE/ B.Tech. in Electronics and Communication or Electrical or Electronics or M.Sc. in Electronics from a recognised University/ Institution; and (ii) At least 5 years experience in a TV channel in the operations and maintenance of broadcast equipment.</p> <p style="text-align: center;"><b>Or</b></p>

		<p>(i) B.Sc. in Electronics or Diploma in Electronics, Electronics Engineering/ Electronics &amp; Communication Engineering from a recognised University/ Institution; and</p> <p>(ii) At least 8 years experience in a TV channel in the operations and maintenance of broadcast equipment.</p> <p><b>Desirable:</b> Degree / Diploma/ Certificate or training in computer networking.</p>
22.	Senior Broadcast Engineer	<p><b>Essential Qualifications:</b> (i) BE/B. Tech. in Electronics and Communication or Electrical or Electronics or M. Sc. in Electronics from a recognised University/ Institution; and</p> <p>(ii) At least 3 years experience in a TV channel in operations and maintenance of broadcast equipment.</p> <p style="text-align: center;"><b>Or</b></p> <p>(i) B. Sc. in Electronics or Diploma in Electronics, Electronics Engineering/ Electronics &amp; Communication Engineering; and</p> <p>(ii) At least 6 years experience in a TV channel in operations and maintenance of broadcast equipment.</p> <p><b>Desirable:</b> Degree/ Diploma/ Certificate or training in computer networking.</p>
23.	Broadcast Engineer	<p><b>Essential Qualifications:</b> (i) BE/ B.Tech. in Electronics and Communication or Electrical or Electronics or M. Sc. in Electronics from a recognised University/ Institution; and</p> <p>(ii) At least 2 years experience in a TV channel in operations and maintenance of broadcast equipment.</p> <p style="text-align: center;"><b>Or</b></p> <p>(i) B.Sc. in Electronics or Diploma in Electronics, Electronics Engineering/ Electronics &amp; Communication Engineering from a recognised University/ Institution; and</p> <p>(ii) At least 4 years experience in a TV channel in operations and maintenance of broadcast equipment.</p> <p><b>Desirable:</b> Degree/ Diploma/ Certificate or training in computer networking.</p>
24.	Senior Technical Executive (Video)	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution or Diploma in Electronics/ Electronics Engineering/ Electronics &amp; Communication Engineering from a recognised University/ Institution; and</p> <p>(ii) At least 6 years experience in a TV channel as a Vision Mixer Operator.</p>
25.	Technical Executive (Video)	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution or Diploma in Electronics/ Electronics Engineering/ Electronics &amp; Communication Engineering; and</p> <p>(ii) At least 3 years experience in a TV channel as a Vision Mixer Operator.</p>
26.	Senior Technical Executive (Audio)	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution or Diploma in Sound Engineering; and</p> <p>(ii) At least 6 years experience as an Audio Operator/ Audio Engineer in a TV channel.</p>
27.	Technical Executive (Audio)	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution or Diploma in Sound Engineering; and</p> <p>(ii) At least 3 years experience as an Audio Operator/ Audio Engineer in a TV channel.</p>
28.	Sr. Technical Executive (Broadcast)	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution or Diploma in Electronics/ Electronics Engineering/ Electronics &amp; Communication Engineering; and</p> <p>(ii) At least 6 years experience in operation of state-of-the-</p>

		art IT equipment such as Ingest Controls, Automation Controls, Master Control Room equipment, operation of Router Controls, Broadcast Servers, etc. in a TV channel. <b>Desirable:</b> Degree/ Diploma/ Certificate or training in computer networking.
29.	Technical Executive (Broadcast)	<b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution or Diploma in Electronics/ Electronics Engineering / Electronics & Communication Engineering; and (ii) At least 3 years experience in operation of state-of-the-art IT equipment such as Ingest Controls, Automation Controls, Master Control Room equipment, operation of Router Controls and Broadcast Servers etc. in a TV channel. <b>Desirable:</b> Degree/ Diploma/ Certificate or training in computer networking.
30.	Studio Assistants	<b>Essential Qualifications:</b> (i) Matriculation from a recognised Board / Institution; and (ii) At least 2 years experience of working in a similar position in a TV channel.
31.	Manager (IT)	<b>Essential Qualifications:</b> (i) MCA/ BE/ B. Tech in Information Technology or Computer Sciences from a recognised University/ Institution; (ii) At least 7 years experience in managing hardware and software aspects of all broadcast IT equipment such as automation systems, servers, non-linear editing systems etc., managing work flow of IT equipment used for the broadcast of the channel, network management and system administration of automation based television channel; configuration and management of networks and system restore tasks; and (iii) At least one year experience in management and configuration of bandwidth. <b>Or</b> (i) BCA or B.Sc. with CISCO Certified Course on Network Architecture from a recognised University/ Institution; (ii) At least 10 years experience in managing hardware and software aspects of all broadcast IT equipment such as automation systems, servers, non-linear editing systems etc., managing work flow of IT equipment used for the broadcast of the channel, network management and system administration of automation based television channel; configuration and management of networks and system restore tasks; and (iii) At least two years experience in management and configuration of bandwidth.
32.	Senior Engineer (IT)	<b>Essential Qualifications:</b> (i) MCA/ BE/ B. Tech in Information Technology or Computer Sciences from a recognised University/ Institution; and (ii) At least 4 years experience in network management and maintenance of an automation based television channel; operation and maintenance of automation system, broadcast servers, graphics, non-linear editing systems and other equipment of an automation based television channel; configuration and management of public and private IT networks, execution of updates, redundancy and backup systems. <b>Or</b> (i) BCA or B.Sc. with CISCO Certified Course on Network Architecture from a recognised University/ Institution; and (ii) At least 6 years experience in network management and maintenance of an automation based television channel; operation and maintenance of automation system, broadcast servers, graphics, non-linear editing systems and

		other equipment of an automation based television channel; configuration and management of public and private IT networks, execution of updates, redundancy and backup systems.
33.	Engineer (IT)	<p><b>Essential Qualifications:</b> (i) MCA/ BE/ B.Tech. in Information Technology or Computer Sciences from a recognised University/ Institution; and  (ii) At least 2 years experience in providing technical support/ assistance in the maintenance of automation systems, broadcast servers, graphics, non-linear editing systems and other equipment of an automation based television channel.</p> <p style="text-align: center;"><b>Or</b></p> <p>(i) BCA or B.Sc. with CISCO Certified Course on Network Architecture from a recognised University/ Institution; and  (ii) At least 4 years experience in providing technical support/ assistance in the maintenance of automation systems, broadcast servers, graphics, non-linear editing systems and other equipment of an automation based television channel.</p>
34.	Technician	<p><b>Essential Qualifications:</b> (i) Diploma in Electrical Engineering; and  (ii) At least 3 years experience in a television channel as an electrician.</p>
35.	Stores-in-Charge	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and  (ii) At least 3 years experience as store Incharge in a television channel or production house for maintaining technical stores, inventory and material management.</p>
36.	Front Office Executive	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and  (ii) At least 3 years experience in managing Front Office.  <b>Desirable:</b> At least two years experience in a similar capacity in a television channel.</p>
37.	Guest Coordinator	<p><b>Essential Qualifications:</b> (i) Graduate from a recognised University/ Institution; and  (ii) At least 3 years experience in a television channel in guest coordination.</p>
38.	Make-up Artist	<p><b>Essential Qualifications:</b> (i) Matriculation or equivalent from a recognised Board or Institution; and  (ii) At least 2 years experience as Make-up Artist in a television channel.</p>

**PROFORMA FOR APPLICATION FORM**

(Applicants must read the general instructions as given in **Annexure - 'C'** before filling up the application form)

*Recent passport  
size self-attested  
photograph*

**Professional Position applied for:** \_\_\_\_\_

1. Name : \_\_\_\_\_

2. Father's /  
Husband's Name : \_\_\_\_\_

3. Age : \_\_\_\_\_ Yrs. Date of Birth : \_\_\_\_\_ Sex : \_\_\_\_

4. Nationality : \_\_\_\_\_

5. **Residential Address:**

**Temporary** : \_\_\_\_\_

District : \_\_\_\_\_ State : \_\_\_\_\_ Pin : \_\_\_\_\_

**Permanent** : \_\_\_\_\_

District : \_\_\_\_\_ State : \_\_\_\_\_ Pin : \_\_\_\_\_

6. Telephone No. \_\_\_\_\_ Mobile No. \_\_\_\_\_  
(with STD Code)

7. E-mail ID: \_\_\_\_\_

8. **Educational Qualifications (Matriculation onwards) :**




**9. Professional Experience :**


10. Total emoluments/fee drawn, if already employed: \_\_\_\_\_

11. Expected professional fee, if selected: \_\_\_\_\_

12. Any other information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

13. Qualifications/experience prescribed for eligibility to the professional position applied for vis-à-vis qualifications/experience of the applicant (essential & desirable conditions to be indicated separately):

	<b>Prescribed for the position</b>	<b>Possessed by the candidate</b>
Essential	1.	
	2.	
	3.	
	4.	
Desirable	1.	
	2.	
	3.	
	4.	

**DECLARATION**

I declare that I fulfil the eligibility conditions as prescribed for the position applied for by me and that all the statements made in the application are true, complete and correct 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 candidature/engagement is liable to be cancelled/terminated.

**Place** : \_\_\_\_\_

**Date** : \_\_\_\_\_

**(Applicant's Signature)**

General Instructions

1. Applicants are required to apply strictly as per the prescribed application format as given in **Annexure - 'B'**. Applications in any other format are liable to be rejected.
2. Applications should be typewritten. Applications which are illegible or do not conform to general instructions or are received after the last date shall be summarily rejected.
3. Incomplete applications shall be summarily rejected.
4. Applicants applying for more than one professional position are required to send separate application for each position.
5. The name of the professional position should be clearly super scribed on the top of the envelope containing the application as "Application for Engagement as .....in RSTV".
6. All applications should be sent only through **Registered/Speed Post**.
7. No documents/certificates vis-à-vis educational qualifications, experience, etc. are required to be attached with the application. However, on being selected for engagement, selected professionals shall be required to bring original certificates/documents for verification at the time of joining.
8. Any misrepresentation or concealment of fact or submission of false information on the part of any applicant shall render him/her ineligible/disqualified for engagement in RSTV for any professional position.
9. Shortlisted applicants for interview will be intimated through mail/e-mail/telephonic message.
10. No correspondence or personal inquiry whatsoever in respect of the applications shall be entertained.
11. Applicants called for interview shall not be entitled for payment of any TA/DA.
12. Applicants are strictly advised against canvassing in any form or manner. Any canvassing for or on behalf of any applicant shall render him/her ineligible/disqualified for being considered for engagement in RSTV for any professional position.
13. Rajya Sabha Secretariat reserves the right to cancel the process of engagement of professionals for RSTV at any stage without any notice and without assigning any reason(s) therefor.
14. Applicants should clearly note that Rajya Sabha Secretariat will in no case be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever. They should, therefore, ensure that their applications reach the Rajya Sabha Secretariat by 6.00 p.m. on or before the last date for receipt of applications.