

## REGIONAL NEWS UNIT: DOORDARSHAN KENDRA, BHUBANESWAR

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

Applications are invited from interested young professionals for empanelment and engagement as Casual Assignees in various categories in Regional News Unit (RNU), Doordarshan Kendra, Bhubaneswar, as per the details below:

SI No	Category	No. of required persons	Age	Essential Qualification	Remuneration fee per assignment
1.	Casual Video Editor	7 (Seven)	21-50 Years	<b>Essential</b> 1) 10+2 from a recognized University 2) Degree /Diploma in Film & Video Editing from a reputed/ recognized university 3) Minimum 2 years' Experience in the relevant field	Rs. 1000 per shift per day
2.	Casual Editorial Assistant	12 (Twelve)	25-50 Years	<b>Essential</b> 1) Degree from a recognized/reputed University 2) Degree/Diploma in Journalism from a recognized/ reputed university 3) Minimum 3 years' experience of work related to news broadcasting/ reputed news organization 4) Must have computer typing skills in Odia and English languages <b>Desirable:</b> 1) Acquaintance with regional, national & international affairs. 2) Good command over Odia, Hindi & English languages	Rs. 1600 per day per shift
3.	Casual Producer	5 (Five)	25-50 Years.	<b>Essential</b> 1) Degree from a recognized/reputed University. 2) Degree/Diploma in TV & Radio Production from a recognized/reputed University 3) Minimum 3 years' work experience relating to news production in broadcasting organization. <b>Desirable</b> 1) Acquaintance with regional, national & international affairs along with good knowledge in Odia language.	Rs. 1,250 per day per shift



4.	Casual Website Assistant	4 (Four)	21-50 Years	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1) Degree from a recognized/reputed University</li> <li>2) Degree/Diploma in Journalism &amp; Mass Communications from a recognized/reputed University</li> <li>3) Typing skill in Odia &amp; English</li> </ol> <p><b>Desirable</b></p> <ol style="list-style-type: none"> <li>1) Exposure to new media operations and/or proven aptitude in this field</li> </ol>	Rs. 1000/- per day per shift
5.	Casual News Readers (Odia)	6 (Six)	21-40 Years	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1) Degree from a recognized/reputed University.</li> <li>2) Proficiency in Odia language with good Odia typing skills.</li> <li>3) Photogenic/ Camera friendly face with a quality broadcasting voice.</li> <li>4) Knowledge of correct pronunciation, accent and modulation.</li> <li>5) Knowledge of current regional, national, and foreign affairs.</li> <li>6) Acquaintance with names of important personalities of Odisha, India and Abroad.</li> <li>7) Preferable Journalism background.</li> </ol> <p><b>Desirable</b></p> <ol style="list-style-type: none"> <li>1) Experience with Television/Radio Media</li> <li>2) Knowledge of English &amp; Hindi</li> <li>3) Ability to interview people who matter in news</li> <li>4) Ability to write news stories and report event from ground</li> </ol>	<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 03 years' experience per day per shift (For Multiple bulletins in a shift)</p>
5.	Casual News Reporter (Odia)	2 (Two)	21-50 Years	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1) Degree from a recognized/reputed University.</li> <li>2) Degree/Diploma in Journalism &amp; Mass Communications from a recognized/reputed University</li> </ol> <p><b>Desirable</b></p> <ol style="list-style-type: none"> <li>1) 3 years' experience in relevant field, preferably in broadcasting organization.</li> <li>2) Acquaintance with national and international affairs</li> <li>3) Matriculate in the relevant language</li> </ol>	<p>Rs. 1,250/- per assignment for fresher</p> <p>Rs. 1600/- per assignment for reporter with 3 years experience</p>

## Guidelines and Conditions for Empanelment

- I. Casual Assignees will be allotted duties/ assignments “As and When Required Basis” for a maximum of seven days in a month.
- II. Casual Assignees are required to work in odd hours.
- III. Selected candidates cannot claim any right to a permanent/ regular job under any advertised categories as the engagements/ deployments will be made purely on casual basis in RNU, Bhubaneswar.
- IV. After selection, casual assignees will be on one month probation-cum-observation. If they are found suitable, assignments may be given as and when required. During probation-cum-observation period, no payment/ remuneration will be paid for. Unsuitable candidates will be delisted from the selected panel.
- V. Applications without proper self-attested enclosures/attachments/documents/photocopies of original Certificates will be summarily rejected and no further correspondence will be entertained.
- VI. There will be no application fee.
- VII. No TA/DA will be paid for interview/audition/skill tests.
- VIII. The RNU activities profile demands that aspiring candidates should be living within the locality of Bhubaneswar Municipal Corporation as they may be called for any news related emergency duty in odd hours.
- IX. Canvassing in any form will attract rejection of application.
- X. DG (N&CA) reserves the right to reject/cancel the process of empanelment at any time.

### How to apply

The eligible candidates may send their applications in the prescribed format at Annexure A, along with the photocopies of required documents, i. e., Certificates of educational qualifications, Proof of age, Proof of Residence (Residence/ Nativity Certificate), experience certificate etc. addressed to **Director (News), Regional News Unit, Doordarshan Kendra, Post- Sainik School, Bhubaneswar, Pin - 751005** by **SPEED POST** only. The application should reach **on or before 31<sup>st</sup> October 2022**. Applications will not be received by hand or in person. RNU will not be held responsible for any Postal delay.

Separate detailed CV can also be submitted along with Prescribed Application Format if more detail is required to be attached. However, Prescribed Proforma must be submitted invariably.

### Check List for applicants before application (Attach Photocopies)

- Filled-in Application Form
- Educational Qualification Certificate/Mark sheets
- Proof of Age (Birth Certificate/ Matriculation Certificate)
- Proof of Residence (Residence/ Nativity Certificate from appropriate authority)
- Technical and Professional Certificates
- Experience certificates



## Application for Casual Assignments in RNU, DDK, Bhubaneswar

**Casual Category applied for (On assignment basis):**

1. **Name (in Capital):**
2. **Date of Birth:**
3. **Gender:**
4. **Son of/ Daughter of/ Wife of:**
5. **Nationality:**
6. **Permanent Address:**

Affix a recent  
Passport  
Size Recent  
Photograph

7. **Present Address:**

8. **Mobile No.:**

9. **Email id Mandatory (for communication):**

10. **Educational Qualifications:**

Qualification	Institution/Board	Year of Passing

11. **Other Professional/Technical Qualifications:**

Qualification	Institutions/Board	Year of Passing

12. **Language proficiency in speaking:** Odia  Hindi  English   
 (Please put tick marks)

13. **Language proficiency in writing:** Odia  Hindi  English

14. **Proficiency in Odia typing (Shree-Lipi Software):** Yes  No

15. **Proficiency in English typing:** Yes  No

**16. Experience:**

a) Whether employed: Yes  No

b) Details of Employment/Self Employment.

Deptt/ Organisation/ Establishment	Nature of Work/ Job/ Assignment	Period in Years/ Month

c) Whether having any Media Experience: Yes  No

d) If yes, please furnish details of experience:

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

e) Any other relevant information, if any related to this assignment:

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f) Whether already working in All India Radio/ Doordarshan? Yes  No

g) If so, name the department/ AIR Prog., NSD: AIR, DD Prog. or DD: RNU?

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**17. Declaration**

I, do 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 is a casual assignment and the same is not and will not be considered for any future permanent employment. I further solemnly express my unconditional acceptance of the terms and conditions of assignment.

Date:

Place:

Signature of the Applicant.