



NATIONAL INSTITUTE OF RURAL DEVELOPMENT AND PANCHAYATI RAJ
(Ministry of Rural Development, Government of India)
Rajendranagar, Hyderabad – 500 030.

Advt.No.23/2018
No. Admn.A/A5/2018/42

National Institute of Rural Development and Panchayati Raj is a premier Institute of national and international repute in terms of capacity-building and research in the realm of Rural Development and related aspects. NIRDPR proposes to engage the services of suitable candidates for the following positions on short term contract basis, for Audio-visual lab. The details with regard to the remuneration, qualifications, experience, age, etc., are as follows:

1. Name of the Position : **Videographer (01 no.)**
Duration : One year
Remuneration : Rs.25,000/- per month
Age : Less than 40 years.

Essential Qualifications and Experience:

- Minimum SSC passed and 3 years of field experience directly related to specified job.
- Certificate / Diploma in videography or a related field of study from accredited institutions is preferable
- Working knowledge in handling camera equipment (latest 4K HD cameras), lighting equipment (spot lights, handheld lights) and audio equipment (microphones)
- Experience in shooting for documentaries and movies, preferably development sectors
- Transport, set- up, and operates audio and lighting production equipment, as per the standards and specifications prescribed.

- Computer skills to work with video editing software for compressing the raw footage into compressed format
- Maintain, troubleshoot, and perform minor repairs to the audio, video and lighting equipment
- Effectively manage time and production schedules

Job description:

- Video recording of various activities of the institution including live coverage of events, indoor conference proceedings, expert interviews, guest lectures and outdoor footages for documentaries.
- Managing an Audio-Visual studio with advanced recording facilities

2. Name of the Position : **Video Editor (01 no.)**
 Duration : One year
 Remuneration : Rs.30,000/- per month
 Age : Less than 40 years.

Essential Qualifications and Experience:

- Minimum Intermediate passed and 3 years of experience directly related to the job specified.
- Certificate/diploma in video editing course from accredited institutions is preferable
- Should have working experience with any of the professional video editing softwares like Apple Final Cut Pro, Adobe Premiere Pro, Pinnacle Studio etc.
- Experience in embedding various formats including snippets, animations clips, diagrams, sketches, maps, slides etc. with audio narration
- Knowledge of professional audio and video tape editing and post-production procedures, techniques and standards
- Knowledge on video format conversion and compression tools
- Experience in correcting faulty footage, grading and colorings and adding special effects.

Job Description:

- Editing the raw video footages and developing into a professional quality product as per the requirements of the institution, including documentary films, snippets, video lectures, interviews, case studies and interactive modules.
- Integration of voice-over and sub-titling in English and all Indian languages as required
- Re-ordering and fine-tuning the content to ensure the logical sequencing and smooth running of the film/video. Combine visual footage with audio sound effects, dialogue, ambient sound and a musical soundtrack to create effective and engaging learning experience.
- Working with strict project timeline, as per the requirements of subject matter expert/ Instructional designer / Producer.

3. Name of the Position : **Instructional Designer (01 no.)**

Duration : One year

Remuneration : Rs.80,000/- per month

Age : Less than 50 years.

Essential Qualifications and Experience:

- Minimum degree passed and 3 years of experience directly related to the job specified of which at least 2 years of experience in managing a team of designers
- Certificate/ Diploma in Instructional Designing course or a related field of study from accredited institutions is preferable
- Should have working experience with the authoring tools like Articulate Storyline, Captivate, Power Point; screen casting tools like Camtasia or open source applications, voice recording and editing tools like Audacity, animation video makers like GoAnimate (Vyond), Animaker etc.
- Ability to drive a team and keeping them motivated by adhering to strict deadlines of the assigned project

Job Description:

- Ability to conceptualise, storyboard and design engaging micro e-learning

modules for a variety of learners in the rural development sector using situational approach, based on the content/concept provided

- Proven ability to create learner-centric and interactive storyboards for e-learning modules
- Ability to think independently, relate to the training needs of heterogeneous target groups in rural areas
- Ability to draft learning objectives precisely using Bloom's Taxonomy or NSQF Guidelines
- Ability to use authoring tools like: Articulate Storyline, Captivate, Power Point; screen casting tools like Camtasia or open source applications, voice recording and editing tools like Audacity, animation video makers like GoAnimate (Vyond), Animaker etc.

4. Name of the Position : **Producer (01 no.)**
Duration : One year
Remuneration : Rs.80,000/- per month
Age : Less than 65 years.

Essential Qualifications and Experience:

- Minimum degree passed and 7 years of experience directly related to the job specified
- Expertise in managing a team to deliver product in time and within budget
- Successfully released at least 10 products (movies, documentaries, short films etc.)

Job description:

- Supervise the progress of the project from production to post production
- Act as a sounding board for the director/subject matter expert and hold regular meetings with them to discuss on the approach for the video
- Pull together all the strands of creative and practical talent involved in the project to create a team

- Troubleshooting if any required
- Control the budget and allocate resources and bring the finished production in on budget and in time

General conditions:

- This assignment is purely temporary and does not envisage any kind of regular appointment in NIRDPR in future.
- The Institute has right to shortlist the candidates as may be necessary.
- Canvassing in any form will be treated as disqualification
- No correspondence or telephonic enquiry will be entertained as regards shortlisting, calling for interview, selection or engagement.
- The Institute reserves the right to relax any of the requirements i.e., educational qualification, experience etc. in exceptional cases.
- The selection will be at NIRD&PR, Rajendranagar, Hyderabad
- The candidates should apply through online registration available on the website www.nird.org.in
- The last date for submitting applications online is **12.11.2018 (5.30 PM)**.
- Applications received after the due date and time will not be considered.

Sd/-
Assistant Registrar (E) i/c