

**Prasar Bharati
(India's Public Service Broadcaster)
External Services Division
All India Radio**

Notice

No. ESD -5(58)/2013-14/C

Dated: 27.06.2018

The External Services Division (ESD) of All India Radio which broadcasts in 15 foreign and 12 Indian languages for 98 hours per day in 57 transmissions proposes to have a panel of Monitoring-cum-Content Assistants for contractual engagement for monitoring, logging, evaluation of Radio programmes and other works relating to content creation purely on contractual basis as per the provisions of the contractual engagement policy of Prasar Bharati contained in communication No.10/159/09-PPC dated 27.09.2012 of Prasar Bharati initially for a **period of one year** as per following details:

1) Number of Candidates to be engaged : 10 (ten)

2) Qualifications:

Essential:

i). Degree in Journalism and Mass Communication from any recognised University

Or

Degree in any discipline with PG degree/diploma in Journalism and Mass Communication.

ii). Proficiency in English and Hindi.

Desirable:

- i).** Diploma from the National School of Drama, New Delhi or the Film and Television Institute of India.
- ii).** Acquaintance with culture, traditions and the literatures of India.
- iii).** Knowledge of foreign language & acquaintance with International Affairs.
- iv).** Record of literary or dramatic or debating or musical achievements or publications on literary or scientific subjects.
- v).** Proficiency in the use of computers/internet and social media.

Job Profile:

a) The Monitoring-cum-Content Assistants will write Scripts, Produce Programmes, Monitor and evaluate Radio Programmes broadcast by different channels of ESD. They will also co-ordinate between the performing artists/ talkers, the programme presentation staff and the Engineers. He/ she is responsible for collection and issue of all the programme material and their broadcast according to the programme cue sheet.

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- b) The Monitoring-cum-Content Assistants will be responsible for carefully watching the various items of programmes broadcast and preparing the Daily Report in Form AIR-P-29.
- c) The Monitoring-cum-Content Assistants will evaluate programmes broadcast by different language services and enter their assessment in the column "Remarks for Card Index" of the Daily Report for the day's broadcast.
- d) The Monitoring-cum-Content Assistants will make detailed entries in the Studio Log Book (AIR-P-30).
- e) The Monitoring-cum-Content Assistants will record, dub, edit and playback programmes of all kinds including newsreels.
- f) The Monitoring-cum-Content Assistants will also write announcements, check and select broadcast materials, translate news summary and assist supervisory staff in auditioning of music artistes and drama voices.
- i) The Monitoring-cum-Content Assistants will also perform any other duties which may be assigned to him from time to time.

4) Remuneration: Rs.25,000/- Per month consolidated.

5) Age: 21-35 years.

6) Last date of applying: 31/07/2018

Eligible candidates may apply on a plain paper enclosing therewith a copy of resume and copies of the relevant documents in respect of educational qualification, etc. along with two latest colour photographs. The application may be sent to:

The Assistant Director (Programmes),
Room No.403, New Broadcasting House,
External Services Division,
All India Radio,
Parliament Street,
New Delhi – 110001

7) Place of work: External Services Division, All India Radio, New Delhi. The applicant should be residing in NCR Delhi.

Selection of Monitoring-cum-Content Assistants will be done by a selection committee of AIR through written test followed by personal interview for those who qualify in the written test. Short listing will be done by the Selection Committee based on the combined ranking in written test and interview. On the basis of merit a panel will be prepared and engagement shall be offered. The remaining qualified candidates, if any will be waitlisted. The panel will be valid for one year. **Selected candidates will have no claim or right whatsoever for extension of the contract or for regular 'employment' with AIR.**