

TERMS AND CONDITIONS FOR THE POSTS

I. Duration : Appointment will be made for a period of 2 (1+1) years.

II. Qualifications and Experience :-

(1) Associate Professor :-

(a) Essential

Degree of a recognized University;

Degree or Diploma or equivalent in concerned subject from a recognized University or Institution;

At least 4 years' professional experience of teaching in concerned subject in an institution or organization of repute.

OR

Master's Degree of a recognized University or equivalent;

At least 6 years' professional experience in concerned subject including experience of teaching in an institution or organization of repute.

OR

Degree of a recognized University or equivalent

At least 8 years' professional experience in concerned subject including experience of teaching in an institution or organization of repute.

Candidates are required to produce evidence of professional work done.

(b) Desirable

Teaching experience

Good knowledge of Indian and International Cinema.

(2) Associate Professor Art Direction :-

(a) Essential

Degree of a recognized University;

Degree or Diploma in Fine Arts of a recognized University or Institute or equivalent;

At least 4 years' professional experience including teaching as an Art Director in a Film/TV Studio or an institution or organization of repute.

OR

Master's Degree of a recognized University;

At least 6 years' professional experience including teaching as an Art Director in a Film/TV Studio or an Institution or organization of repute.

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OR

Degree of a recognized University or equivalent;

At least 8 years' professional experience including teaching as an Art Director in a Film/TV Studio or an Institution or organization of repute.

(b) Desirable

Good knowledge of Film & TV medium in India and abroad.

Knowledge of Auto desk and Adobe suits software especially 3 DS MAX, After Effects, Premier Pro, AUTOCAD etc., and an adequate knowledge of Hardware and installation.

(3) Assistant Professor :-

(a) Essential

Degree of a recognized University;

Degree or Diploma or equivalent in concerned subject from a recognized University or Institution;

At least 2 years' professional experience including teaching in concerned subject in an organization or institution of repute.

OR

Master's Degree of a recognized University;

At least 4 years' professional experience including teaching in concerned subject in an organization or institution of repute.

OR

Degree of a recognized University or equivalent;

At least 5 years' professional experience including teaching in concerned subject in an organization or institution of repute.

(b) Desirable

Good knowledge of Film & TV medium in India and abroad.

(4) Assistant Professor Art Direction :-

(a) Essential

Degree of a recognized University;

Degree or Diploma in Fine Arts of a recognized University or Institute or equivalent;

At least 2 years' professional experience including teaching as an Art Director in a Film/TV Studio or an institution or organization of repute.

OR

Master's Degree of a recognized University;

At least 4 years' professional experience including teaching as an Art Director in a Film/TV Studio or an Institution or organization of repute.

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OR

Degree of a recognized University or equivalent;

At least 5 years' professional experience including teaching as an Art Director in a Film/TV Studio or an Institution or organization of repute.

(b) Desirable

Good knowledge of Film & TV medium in India and abroad.

Knowledge of Auto desk and Adobe suits software especially 3 DS MAX, After Effects, Premier Pro, AUTOCAD etc., and an adequate knowledge of Hardware and installation.

(5) Digital Colourist :-

(a) Essential

Masters Degree of a recognized University or Equivalent.

Minimum 02 years work experience as colourist on Base Light / Da Vinci Resolve colour grading system

OR

Bachelor's Degree of a recognized University or Equivalent.

Minimum 04 years work experience as colourist on Base Light / Da Vinci Resolve colour grading system

(b) Desirable

Diploma in Cinematography form FTII/ SRFTI or equivalent reputed institute/ University.

Good knowledge of Colour theory and its application as well as hardware and software related to colour grading system.

(6) Assistant Digital Colourist :-

(a) Essential

Bachelor's Degree or Equivalent.

At least 01 year experience of working on Base Light / Da Vinci Resolve colour grading system.

OR

10+2 (Higher Secondary School Certificate) or Equivalent

At least 04 years of experience of working on Base Light / Da Vinci Resolve colour grading system.

(b) Desirable

Certificate as colourist from recognized institute

Good knowledge of hardware and software related to colour grading system

(7) Academic Coordinator cum Controller of Examination :-

(a) Essential

Minimum 2 years Diploma from FTII/SRFTI or equivalent reputed institute / university in any specialization with 10 years experience in the professional field including experience in Academic Administration / Examination in a University/Institute.

OR

Master's Degree or Equivalent in Business Management from any University or Institute of repute with 10 years experience including experience in Academic Administration/Examination in University/Institute.

(b) Desirable

Knowledge of Academic Management, Scheduling of curriculum, Knowledge of Choice Based Credit System and examination process.

(8) Assistant Academic Coordinator :-

(a) Essential

Minimum 2 years Diploma from FTII/SRFTI in any specialization with 2 years experience in the professional field including experience in Academic Administration in a university/Institute.

OR

Master's Degree Holder in Business Management from any University or Institute of repute with 3 years experience including experience in Academic Administration in a university/Institute.

OR

A Graduate of recognized University with at least 4 years experience in media field with at least 1 year experience as an Academic Coordinator/Supervisor in the field of Media at any University/College of repute.

(b) Desirable

Knowledge of Academic Management, Scheduling of curriculum.

(9) Assistant IT Manager :-

(a) Essential

Graduate with MCA or MCM with experience of minimum 3 years or any graduate with experience of minimum 6 years in managing IT infrastructure of an organization, Post production studio.

Technical : Training & certifications: MCSA / MCSE / CCNA / RHCE / RHCSA / Virtualisation.

Preferred Skills :

- Exposure to configuring and maintaining Microsoft win 2K8 servers and Linux servers.

- Configuring, maintaining enterprise grade Firewall / UTM appliance.
- Understanding of Licensing of various OS and other software products.
- Strong knowledge of Mail, proxy, web, Anti virus, back up servers.
- Strong understanding of Networking protocols.
- Exposure to TSE based application server and/or VDI.
- Working knowledge of Database MySQL.
- Exposure to maintenance of SAN, NAS storage servers, SAN switch (Net App, EMC, HP etc)
- Backup Exec & Tape library : Backup servers Schedule backup and maintain safe copy of data and servers.
- Experience in data handling, managing digital work flow in the field of media, post production studio, production houses will be preferred.

Work Profile :-

- To provide assistants to IT Manager.
- Provide Hardware / Systems, Network support to all departments, day to day basis to insure smooth functioning of official work.
- Manage updates and patches for Microsoft OS.
- Maintaining VM ware cluster for optimal performance
- To handle team of network engineer, hardware engineer & manage services cells efficiently.
- Maintenance of all computers, Printers, hardware, network & server, Website updates, etc.
- Website updation: dream viewer, FTP / Managing Internet leased line, Maintaining Wi-Fi networks.
- Maintain inventory IT assets

(10) Film Research Officer :-

(a) Essential

Master's Degree in Arts, Social Sciences or Humanities of a recognized University;
Knowledge of India and Foreign Cinema.

(b) Desirable

Research and / or Writing experience in the field of Cinema.

III. Emoluments and deductions :

Name of the post	Consolidated Emoluments per month
Academic Coordinator cum Controller of Examination	₹115232/- without accommodation & ₹96320/- with accommodation
Associate Professor	₹100136/- without accommodation & ₹83888/- with accommodation
Assistant Professor / Assistant Academic Coordinator / Assistant IT Manager / Film Research Officer / Digital Colourist	₹84360/- without accommodation & ₹70896/- with accommodation
Assitant Digital Colourist	₹52176/- without accommodation & ₹43680/- with accommodation

a) Services of superannuated teacher from FTII or any other Government organization, if hired, as Contract Faculty on contract then he / she will be paid emoluments per month as explained above provided such consolidated amount plus pension / PEG does not exceed last salary drawn.

b) The Institution will try to provide the said Contract Faculty a single room accommodation in the campus. In case the accommodation is not available, Contract Faculty will be paid HRA as per FTII rules. Accommodation can not be demanded as a matter of right. If accommodation is provided to the faculty he/she is not entitled for HRA and liable to pay rent.

c) There will not be any deductions / contributions towards Provident Fund or any other pensionary contributions from either side. No other administrative / financial benefits will be applicable to the said Contract Faculty. However, Income Tax, Professional Tax and any other Govt. Tax will be deducted as per rules.

IV. Leave Rules :

The hired Contract Faculty would be entitled for 2 & ½ days leave per completed month (30 days). However, such leave can be accumulated only up to the hired period and to be consumed within the said hired period. Thereafter, the said leave will lapse automatically. There will be no leave encashment for the said leave. This leave will be in addition to the gazetted holidays, Saturday's and Sunday's.

(a) General : Leave cannot be claimed as a right. Discretion to refuse or revoke leave is reserved with the Director.

(b) Sanctioning Authority : The sanctioning authority for granting the leave will be the Director / Dean but only on the recommendation of the concerned head of the department.

(c) Vacations : The said Contract faculty will not be entitled for any vacation.

V. Termination of contract under misconduct or unauthorized absence :

a) In case of misconduct or inefficiency or any complaints or breach of any rules and regulation as are applicable to the permanent FTII employees, Director is empowered to terminate the services of said Contract Faculty without any notice.

b) The Contract faculty may have to give prior notice of one month to the Director, in case he terminates the contract with the FTII.

c) Hiring the services of contract faculty may be terminated at any time by giving 30 days notice in writing or one month salary in lieu of notice.

d) The said Contract faculty at the time of joining duties may have to furnish a self declaration stating that he/she is/was not involved in any criminal, antisocial, anti-national, illegal activity and that no existing court or police case is against him/her.

Any falsification of information of relevant eligibility condition/qualification or personal information would lead to disqualification for appointment.

VI. The candidates not selected in this round of interview need not apply for the same position over the next 06 months.

NOTE :-

- The filled up application form alongwith **Self attested copies of Testimonials, Certificates and Demand Draft of 1000/- (Rupees One Thousand Only) (Non-refundable)** drawn only on any Nationalized Bank in favour of **Accounts Officer, FTII, Pune, Payable at Pune** and may be sent to **Administrative Officer, Film & Television Institute of India, Law College Road, Pune – 411 004** so as to reach on **25.07.2019 by 5.00 pm.**
- No Transport allowance will be paid for attending the interview.
- Applicants must bring **all original certificates/documents etc.**, of which copies are attached with the application form as supporting documents for eligibility, while coming for interview.

