



VIGYAN PRASAR

(An autonomous organisation of Department of Science and Technology, Govt. of India)

1st Floor, Block II, Technology Bhavan, New Mehrauli Road, New Delhi - 110016

A-50, Institutional Area, Sector-62, Noida - 201309

www.vigyanprasar.gov.in

Applications are invited for engagement of various professionals in VIGYAN PRASAR at Delhi/Noida office for its Unified Media & Technology Centre on purely contractual basis from professionals fulfilling the eligibility conditions as prescribed below.

The Unified Media & Technology Centre (UMTC) is being set up by Vigyan Prasar for the information dissemination about the S&T developments through print-electronic-social-digital media. The UMTC is being evolved as a one-stop/dedicated S&T news & information syndicate.

| Professional Project Position | Consolidated Professional Fee/Month | # | Work / Task | Eligibility |
|-------------------------------|-------------------------------------|---|---|---|
| Sr Consultant, Print Media | ₹ 1,30,000.00 | 1 | Lead the team of editors, writers and associated staff, responsible for overall planning and execution of print media related news and editorial activities, final output and outcome. Responsible for liaisoning with editors & Sr management staff of national news dailies in Hindi & English. | <p>Essential Qualification:</p> <p>(i) A Postgraduate degree from any recognised University/Institution; or PG Diploma or equivalent in Mass Communication from a recognised University / Institution with graduation in any branch of science or technology.</p> <p>(ii) At least 20 years of experience of overall print media management, as editorial head or equivalent involved in decision making and heading news & editorial staff in a reputed media institution.</p> <p>Desirable Qualification:</p> <p>(i) Demonstrable proficiency in written & spoken Hindi and English.</p> <p>(ii) Proficiency in using of modern tools of content aggregation/content editing/writing/social media/fact check /project management/designing.</p> |

| | | | | |
|--|---------------|---|--|--|
| | | | | (iii) A post-graduate degree in any branch of science or technology would be preferable Age Limit: 55 years |
| Sr Consultant, Digital Media (includes DTH, OTT & Radio) | ₹ 1,30,000.00 | 1 | Lead the team of editors, writers and associated staff, responsible for overall planning and execution of electronic media, DTH, OTT and Radio broadcast related editorial activities, final output and outcome. Responsible for liaising with producers & Sr management staff of various public broadcasting units. | Essential Qualification: (i) A Postgraduate degree from any recognised University/Institution; or PG Diploma or equivalent in Mass Communication from a recognised University / Institution. (ii) At least 20 years of experience of overall electronic media management, as editorial head or equivalent involved in decision making and heading editorial staff in a reputed media institution. Desirable Qualification: (i) Proficiency in written & spoken Hindi and English as evidenced by programs produced. (ii) Proficiency in using of modern tools of content aggregation/content editing/writing/social media/fact check /project management. Age Limit: 55 years |
| Editor, Writer & Content Researcher (Hindi) Print Media | ₹ 100,000.00 | 1 | (i) Identify & aggregate content/newsworthy stories from recent R&D from labs, and map recent scientific and technical developments in leading projects. (ii) Write, re-write, edit and finalise the stories and prepare content suitable for ready to print. (iii) Assist the senior consultant, engage with scientists from various labs / departments / ministries involved in media coordination to get newsworthy content, research papers and reports, coordinate a team of freelance writers and edit the stories submitted by them. (iv) Cover events and plan interviews with experts / policy makers. | Essential Qualifications: (i) Post-graduate degree/ PG diploma in any branch of Science/ Technology/Agriculture/Medicine/Journalism & Mass Communication with at least 10 years of working experience in relevant areas of work S&T Content Aggregation/ Editing or writing of popular science content or media related content writing and editing. (ii) Working experience stated above must be in Hindi Print Media as evidenced by print published at reporter/editor/programme planning level. (iii) Demonstrable output with original written & plagiarism-free Hindi content in the domain of science communication, popularization & its extension (SCoPE) exhibiting high standards of news editing, feature composition in English assisted with high standards of |

| | | | | |
|---|--------------|---|---|--|
| | | | (v) Participate in project planning & pre-project analyses (PPA) of the UMTC. | <p>vocabulary is an absolute MUST.</p> <p>Desirable Qualification:</p> <p>(i) Proficiency in written & spoken Hindi as evidenced by published/broadcasted content in print/electronic/social media.</p> <p>(ii) Proficiency in using of modern tools of content aggregation/content editing/writing/social media/fact check /project management.</p> <p>Age Limit: 50 years</p> |
| Editor, Writer & Content Researcher (English) Print Media | ₹ 100,000.00 | 1 | <p>(vi) Identify & aggregate content/newsworthy stories from recent R&D from labs, and map recent scientific and technical developments in leading projects.</p> <p>(vii) Write, re-write, edit and finalise the stories and prepare content suitable for ready to print.</p> <p>(viii) Assist the senior consultant, engage with scientists from various labs / departments / ministries involved in media coordination to get newsworthy content, research papers and reports, coordinate a team of freelance writers and edit the stories submitted by them.</p> <p>(ix) Cover events and plan interviews with experts / policy makers.</p> <p>(x) Participate in project planning & pre-project analyses (PPA) of the UMTC.</p> | <p>Essential Qualifications:</p> <p>(i) Post-graduate degree/PG diploma in any branch of Science/ Technology/Agriculture/Medicine/Journalism & Mass Communication with at least 10 years of working experience in relevant areas of work S&T Content Aggregation/ Editing or writing of popular science content or media related content writing and editing.</p> <p>(ii) Working experience stated above must be in English Print Media as evidenced by print published at reporter/editor/programme planning level.</p> <p>(iii) Demonstrable output with original written & plagiarism-free English content in the domain of science communication, popularization & its extension (SCOPE) exhibiting high standards of news editing, feature composition in English assisted with high standards of vocabulary is an absolute MUST.</p> <p>Desirable Qualification:</p> <p>(i) Proficiency in written & spoken English as evidenced by published/broadcasted content in print/electronic/social media.</p> <p>(ii) Proficiency in using of modern tools of content aggregation/content editing/writing/social media/fact check /project management.</p> <p>Age Limit: 50 years</p> |

| | | | | |
|--|---------------------|----------|--|--|
| <p>Editor, Writer & Content Researcher, Digital Media (for Electronic Media, DTH, OTT & Radio)</p> | <p>₹ 100,000.00</p> | <p>1</p> | <p>(i) Identify & aggregate content/newsworthy stories from recent R&D from labs, and map recent scientific and technical developments in leading projects for electronic media including TV and Radio.</p> <p>(ii) Write, re-write, edit and finalise the stories & scripts and prepare content suitable for ready to telecast / broadcast, and put on social media.</p> <p>(iii) Assist the senior consultant, engage with scientists from various labs / departments / ministries involved in media coordination to get newsworthy content, research papers and reports, coordinate a team of freelance writers and edit the stories submitted by them.</p> <p>(iv) Cover events and plan interviews with experts / policy makers.</p> <p>(v) Participate in project planning & pre-project analyses (PPA) of the UMTC.</p> | <p>Essential Qualifications:</p> <p>(i) Post-graduate degree/PG diploma in any branch of Science/ Technology/ Agriculture/Medicine/Journalism & Mass Communication with at least 10 years of working experience in relevant area of work like S&T Content Aggregation/Editing or writing scripts of popular science content or news/media related content writing and editing for electronic media (includes TV/Radio/OTT).</p> <p>(ii) Working experience stated above must be in Electronic Media as evidenced by programs/news telecast/broadcast at reporter/editor/programme planning level.</p> <p>(iii) Demonstrable output with original written & plagiarism-free English content in the domain of science communication, popularization & its extension (SCoPE) exhibiting high standards of news editing, feature composition in Hindi and English assisted with high standards of vocabulary is an absolute MUST.</p> <p>Desirable Qualification:</p> <p>(i) Proficiency in written & spoken Hindi and English as evidenced by programs produced for Electronic Media (includes TV/Radio/OTT).</p> <p>(ii) Proficiency in using of modern tools of content aggregation/content editing/writing/social media/fact check /project management.</p> <p>Age Limit: 50 years</p> |
| <p>SME - IT & Website Maintenance</p> | <p>₹ 85,000.00</p> | <p>1</p> | <p>All IT related work, hardware and software maintenance, computer peripheral devices management, network management, web application and portal development, day to day website update, promotion through social and digital media and other office related work assigned by the reporting officer.</p> | <p>Essential Qualification:</p> <p>(i) MCA / BE /B.Tech. in information Technology or Computer Engineering or Computer Science form a recognised university/Institution.</p> <p>(ii) At least 7 years of experience in providing technical</p> |

| | | | | |
|--|-------------|---|--|--|
| | | | | <p>support/ assistant in server administration / web development.</p> <p>(iii) Proficiency in website management tools, live web streaming, multicasts, CMS-driven operations, data backup, mysql, image optimisation, CDN operations etc.</p> <p>Desirable Qualification:</p> <p>(i) Extensive proficiency in Google Analytics and Webmaster Tools.</p> <p>Age Limit: 50 years</p> |
| Graphics Artist & Designer for Print Media | ₹ 75,000.00 | 1 | All graphics designs for news and feature stories. | <p>Essential Qualification:</p> <p>(i) Graduate in Visual Communication and Multimedia/Fine Arts or Graduate in any discipline with Diploma/Certificate Course in Graphics Designing and / or Multimedia from a recognised university/ Institution.</p> <p>(ii) At least 15 years' experience in design and creation of graphics in print media using popular computer aided design tools and software like Adobe etc.</p> <p>Desirable Qualification:</p> <p>(i) At least 3-year experience of working on Corel draw, Photoshops, etc.</p> <p>Age Limit: 55 years</p> |
| Video & Audio Editor for DTH, OTT & Radio | ₹ 75,000.00 | 1 | <p>(i) Video and Audio editing of products/footages received for urgent deployment</p> <p>(ii) Graphics Designing and editing for Videos for various platformss.</p> | <p>Essential Qualification:</p> <p>(i) Graduate from a recognised University/Institution.</p> <p>(ii) At least 15 years' experience in a mainstream TV/FILM channel/ mainstream ad agency as a Video Editor with demonstrable expert level proficiency in Adobe Premiere Pro. (Web Portal Experience not permissible). Must have in-depth knowledge of VFX, SFX and all other latest practices in the world of video editing. Must have produced documentaries and promos for a TV/FILM channel.</p> <p>Desirable Qualification:</p> |

| | | | | |
|--|--------------|---|---|---|
| | | | | <p>(i) A Graduate Degree in a Science subject.</p> <p>(ii) Industry Diploma in Video Editing from a recognised / reputed institute of not less than 1 year duration.</p> <p>(iii) Would have produced programme montages for TV/FILM channels.</p> <p>Note: This position may have a video and audio editing test as a qualifier.</p> <p>Age Limit: 50 years</p> |
| Media Liaison Coordinator Print Media | ₹ 75,000.00 | 1 | <p>(i) Liaising with media houses, various institutions / departments / ministries, meeting with editors, scientists, PROs, sharing of content to various media platforms.</p> <p>(ii) Research, writing, proofreading, and editing of all media content, implement and manage media campaigns, workshops and deliver public relations and communications plans, and other office related work assigned by the reporting officer.</p> <p>(iii) Organizing Press Meets/Conferences.</p> <p>(iv) Getting Press Releases ready and duly distributed.</p> | <p>Essential Qualification:</p> <p>(i) PG Degree/PG Diploma from a recognised university/ Institution in Journalism or Mass Communication or Media Studies.</p> <p>(ii) At least 10 years of experience in media liaising for print media.</p> <p>Desirable Qualification:</p> <p>(i) Experience in science reporting/writing.</p> <p>Age Limit: 50 years</p> |
| Media Liaison Coordinator Digital Media | ₹ 75,000.00 | 1 | <p>(i) Liaising with media houses, various institutions / departments / ministries, meeting with editors, scientists, PROs, sharing of content to various media platforms.</p> <p>(ii) Research, writing, proofreading, and editing of all media content, implement and manage media campaigns, workshops and deliver public relations and communications plans, and other office related work assigned by the reporting officer.</p> | <p>Essential Qualification:</p> <p>(i) PG Degree/PG Diploma from a recognised university/ Institution in Journalism or Mass Communication or Media Studies.</p> <p>(ii) At least 10 years of experience in media liaising for electronic media (includes TV, Radio).</p> <p>Desirable Qualification:</p> <p>(i) Experience in science reporting/writing.</p> <p>Age Limit: 50 years</p> |
| Project Assistant | Rs 45,000.00 | 2 | i) Providing entire UMTC team with administrative | Essential Qualification: |

| | | | | |
|--------------------------------------|--|--|---|---|
| Print Media (1) Digital Media (1) | | | & establishment support i) Providing entire secretarial assistance to PI and Senior Consultant Print Media | (i) Graduation in any stream. (ii) Working Experience in a Scientific Content Domain, esp. with pre-editing/Editorial services for more than 5 years. (iii) Proficiency with MS-Office. Desirable Qualifications: 1. Typing skills in Hindi & English Age Limit: 40 years |
|--------------------------------------|--|--|---|---|

Other Terms and Conditions:

1. Application will be accepted in prescribed format only in online mode.
2. All educational qualifications must be from recognised institutions (including PG Diploma).
3. Applicants must apply separately for different positions.
4. Vigyan Prasar will in no case be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever.
5. Only Indian nationals are eligible for applying.
4. The crucial date for determining the eligibility in terms of age, prescribed qualification and experience will be the last date of submission of applications.
5. The selection will be based on academic qualifications, experience and performance in the interview. Eligible candidates may have to appear for Skill Test/Personal Interview.
6. Candidates working in Government organization/PSU/must route their application through proper channel.
7. Please do attach (as per the requirements stated in online proforma) all educational, experience certificates in support of essential and desirable qualifications and age.
8. Documents in support of qualification, experience and age etc. have to be produced in original if called for interview.
9. Vigyan Prasar may relax age and experiences in case of the candidates otherwise found suitable.
10. In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature can summarily be rejected at any stage of the selection process.

11. Mere fulfilment of criteria and submission of applications shall not confer any right to be called for interview/selection. No further communication in this regards will be entertained.
12. Call letters and intimations relating to this recruitment will be sent to shortlisted candidates by e-mail only. Applicants should ensure that the e-mail ID given in the online application is maintained active. Considering the prevailing scenario, the candidates may require to undergo skill test and interview on online platform as decided by Vigyan Prasar.
13. The appointment against the above positions will be purely on temporary basis initially for a period of one year. The contract may further be extended in line with extension of the project period and also on the basis of performance of the candidate. The professional fee will however be governed by the new extended project sanction in case of extension. Selected professionals do not confer any right of continuance in new project. Any extension will be at the sole discretion of Vigyan Prasar.
14. The monthly professional fee payable for contractual positions shall be determined on the basis of applicants' expertise, experience and professional standing.
15. Vigyan Prasar reserves the right to cancel/withdraw/postpone this recruitment notice.
16. Rules related to working hours/leave etc. will be applicable to all selected candidates as per norms determined for the Project.
17. Engagement of professionals will be on full time basis and their place of work will be New Delhi/Noida. The candidates may have to travel all over the country for the project purpose.
18. Canvassing in any form shall lead to immediate disqualification.
19. No TA/DA shall be paid for appearing in Skill test/Interview.