



**VIGYAN PRASAR**  
(An autonomous organisation of Department of Science and Technology)  
A I Block, Technology Bhawan ,New Mehrauli Road, New Delhi  
<https://www.vigyanprasar.gov.in/>

Applications are invited for engagement of eligible candidates in **VIGYAN PRASAR** at Noida/Delhi office for its various projects as follow:

- A. India Science, Technology and Innovation (ISTI) Portal
- B. DST Media Coordination & Communication Cell
- C. Weekly Science & Technology Television Programme
- D. Indian Science News and Feature Service
- E. Women Technology Park (WTP)
- F. AWSAR
- G. Tech-नीव@75- Commemorating Azadi ka Amrit Mahotsav

The engagements are on purely contractual basis from professionals fulfilling the eligibility conditions as prescribed below. The monthly professional fee payable for contractual positions is listed below:-

**A. India Science, Technology and Innovation (ISTI) Portal**

**Project Duration: 31.03.2022**

S.N.	Position/ Designation	No. of Positions	Consolidated Salary/ Professional Fee per Month (₹)	Qualifications & Experiences / Role & Responsibility
1	Project Assistant (Content Aggregator)	02	₹ 35,000/- - ₹ 45,000/-	Essential Qualification: 1. Master's degree in Natural/Applied Sciences/ Science Communication/Environment, or Graduate in Engineering from a recognized University.

				<p>2. Sound knowledge about scientific organisations and scientific developments and knowledge of content collection, aggregation and data storage.</p> <p>3. Excellent written and verbal communication in English/Hindi.</p> <p>4. Knowledge of MS Office and skill in developing sources for data collection.</p> <p>Age limit: not more than 50 years</p>
2	Assistant Manager (Data Visualiser)	01	₹ 60,000/- - ₹ 80,000/-	<p>Essential Qualifications</p> <ol style="list-style-type: none"> <li>1. Master's degree in Natural/Applied Sciences/ Science Communication/Environment, or Graduate in Engineering from a recognized University with first division in the qualifying degree level.</li> <li>2. Atleast 2 years' experience in statistical &amp; Analytical skill and problem solving.</li> <li>3. Knowledge of visualisation tools like Tableau, Spreadsheets, SQL and R Programming and Adobe CC.</li> <li>4. The job includes creating data dashboards, graphs &amp; visualisation by analysing and interpreting the data and presenting the information using data visualisation technique.</li> <li>5. To support creation and deployment of dataset and report generation.</li> </ol> <p>Desirable Qualifications:</p> <ol style="list-style-type: none"> <li>1. Master's degree in Mathematics/Statistics from a recognized University.</li> </ol> <p>Age limit: not more than 50 years</p>
3	Senior Project Officer (Content)	02	₹ 55,000/- - ₹ 60,000/-	<p>Essential Qualifications/Experience:</p> <ol style="list-style-type: none"> <li>1. Masters in Science /Science Communication/Journalism &amp; Mass Communication /Science with Graduate from a recognized University/Institution in Science/ Engineering; and</li> <li>2. At least 3years experience in writing/editing/ reporting of content on science and technology in reputed newspapers, journals and digital platform.</li> <li>3. Excellent communication and writing skills in English and good computer knowledge.</li> </ol>

				<p>Desirable Qualifications:</p> <ol style="list-style-type: none"> <li>At least four popular science articles in media/Journals/Magazine of repute.</li> </ol> <p>Age limit: not more than 50 years</p>
<p><b>B. DST Media Coordination &amp; Communication Cell</b>  <b>Project Duration: 31.03.2022</b></p>				
1	Media Coordinator	01	₹50,000/-	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>Graduate from a recognized University.</li> <li>Should have 10 years of working experience in print/electronic/digital media.</li> </ol> <p>Desirable Qualifications:</p> <ol style="list-style-type: none"> <li>Degree/Diploma in Journalism or Mass Communication or Digital Media</li> <li>Experience in writing and editing for digital, print in Hindi or/and English etc.</li> <li>Excellent communications and writing skills in Hindi and English.</li> <li>Strong Interpersonal skills.</li> </ol> <p>Age Limit: <b>50</b> years</p> <p>Role &amp; Responsibility</p> <ol style="list-style-type: none"> <li>He/She shall be responsible for media coverage, reporting and compiling stories.</li> <li>Producing content for media agencies.</li> <li>Assisting in networking with the media agencies.</li> <li>Compiling media reports about DST that appeared in print/electronic/digital media.</li> <li>Media reports of Science and Technology, developments of DST in print/electronic/digital media.</li> <li>Press meet with Correspondents.</li> <li>Liaisoning with PIB/Newspapers</li> <li><b>8.</b> Liaisoning with all News Channels.</li> </ol>

2	Web Developer	01	₹50,000/-	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1. MCA/M.Sc/MTech in Information Technology/ Computer Sciences</li> <li>2. Should possess a certification in web development like AWS certified developer, Microsoft developer certifications, Adobe-Certified Developer or equivalent</li> <li>3. Should have minimum 5 years of working experience in Web Application Development &amp; Server Management domain</li> <li>4. Should have minimum 2 years of working on any open/proprietary/SaaS content management system</li> <li>5. Should have minimum 3 years of complete management of a web portal</li> </ol> <p>Desirable Qualifications:</p> <ol style="list-style-type: none"> <li>1. Should have minimum 2 years of experience in coding in any of the web-based technologies as a part of full-stack developer with rich UI development experience.</li> </ol> <p>Age Limit: 50 years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. He/She shall be primarily responsible for continuous content for web development &amp; improvement wrt UI &amp; content uploading processes of Electronic &amp; Social Media Comm. Management of DST Media Cell</li> <li>2. This includes new page/section creation, new module creation, modifications and development of home page and other inner pages for adding content &amp; developing new functionality</li> <li>3. Additionally, Bug fixing, fixing broken links, Enhancing features of the website would also be the responsibility of this role</li> <li>4. He/She shall be responsible for updating the DST website through timely uploading of regular content on the DST website.</li> <li>5. Thus, he/she shall be responsible for the overall coordination of website of DST.</li> <li>6. For this, the role shall be responsible to work closely with other stakeholders of the DST Media Cell and other sources of news/information like nodal officers of Autonomous Bodies responsible for maintaining their respective websites</li> </ol>
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				<p>7. He/She shall be responsible for coordination with AMC Vendor of the DST Website for managing website &amp; Servers.</p> <p>8. He/She shall provide monthly/weekly/quarterly (as decided) duly documented progress report of the DST Website to the Sr Consultant, Electronic &amp; Social Media Communication</p> <p>9. He/She shall fully assist the Sr Consultant Electronic &amp; Social Media Communication Management in his/her daily work responsibilities as well</p>
3	Graphic Designer	01	₹45,000/-	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1. Graduate from a recognized University or equivalent in science/fine arts with certification/diploma in graphics/arts/painting</li> <li>2. Should have 5 years of working experience in print/electronic/digital media and at least 3 years of experience in graphic designing work, infographics creation, banner, logo and slider creation, data visualization</li> <li>3. Proficiency &amp; working experience in Graphic Designing Software demonstrated through certification or testimonials</li> <li>4. Proficiency &amp; working experience with Web-based Publishing Software demonstrated through certification or testimonials.</li> </ol> <p>Desirable Qualifications:</p> <ol style="list-style-type: none"> <li>1. Post graduate degree/diploma in Graphic designing, Multimedia, web-designing and web-based publishing.</li> <li>2. Should have proven ability to work and respond to media-related emergencies</li> </ol> <p>Age Limit: 50 years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. He/She shall be responsible for design &amp; graphic work for the media cell esp. for Print, Electronic &amp; Social Media Communication Management of the DST Media Cell</li> <li>2. He/She shall be responsible for aggregating design &amp; graphics required for the website, banners, posters, infographics etc.</li> </ol>

				<ol style="list-style-type: none"> <li>3. He/She shall be responsible for continuously providing design &amp; graphics support in website design, look &amp; feel of the entire DST website, banners, posters, infographics.</li> <li>4. He/She shall be responsible for maintaining the DST video/still pictures repository/archives.</li> <li>5. He/She shall be responsible for liaisoning with various Government/authorized sources for graphics &amp; pictures required for the DST Website.</li> <li>6. He/She shall be responsible for Photo Editing, rendering &amp; Optimization for reports &amp; Photo gallery</li> <li>7. He/She shall also design newsletters, reports, assist in print production design</li> <li>8. He/She shall be responsible for designing &amp; providing graphics to the DST website home pages &amp; other pages of website, HTML pages etc</li> <li>9. He/She shall provide adequate inputs and assist in preparation of monthly/weekly/quarterly (as decided) duly documented progress report of the work done by him/her DST Website to the Consultant, Electronic &amp; Social Media Communication</li> <li>10. He/She shall fully assist the Media Team in his/her daily work responsibilities as well</li> </ol>
<p><b>C. Weekly Science &amp; Technology Television Programme (under the aegis of the Office of PSA, Government of India and executed jointly by Vigyan Prasar &amp; Sansad TV)</b>  <b>Project Duration: One year</b></p>				
1.	Programme Associate -- Formative Research & Content Aggregation	3	₹ 60,000- 70,000/	<p><b>Essential Qualifications:</b></p> <ol style="list-style-type: none"> <li>1. Post-graduate degree in any branch of Science/ Technology/ Agriculture/Medicine/Journalism &amp; Mass Communication +5 years of working experience in relevant area of work like S&amp;T Content Aggregation/Film Production/Formative Research/Popular Science Writing</li> </ol> <p><b>or</b></p> <p>Graduate degree in Science/ Technology/ Agriculture/ Medicine with post-graduate diploma in journalism &amp; mass communication, media + 5</p>

				<p>years of working experience in relevant area of work like S&amp;T Content Aggregation/Film Production/ Formative Research/ Popular Science Writing</p> <ol style="list-style-type: none"> <li>2. Working experience stated above must be in Print/Electronic/Digital Media as evidenced by programs produced/print published at reporter/content aggregator/program planning level</li> <li>3. Proficiency in written &amp; spoken Hindi &amp; English as evidenced by by programs produced/print published at reporter/content aggregator/program planning level</li> <li>4. Proficiency in using of modern tools of content aggregation/content editing/writing/social media/fact check /project management</li> </ol> <p>Desirable Qualifications:</p> <ol style="list-style-type: none"> <li>1. Those with experience of working in Electronic Media with experience of producing science, technology, agriculture or medicine related programs would be preferred</li> </ol> <p><b>Age Limit: 55 years</b></p> <p><b>Role &amp; Responsibility:</b></p> <ol style="list-style-type: none"> <li>1. Participate in project planning &amp; pre-project analyses (PPA) of the weekly programmes</li> <li>2. Identify &amp; aggregate newsworthy stories from recent R&amp;D, and Map recent developments in essential projects</li> <li>3. Identify &amp; aggregate appropriate curios &amp; everyday science features</li> <li>4. Identify &amp; aggregate interesting and engaging factoids</li> <li>5. Coordinate with the other two teams of VP involved in the production of programmes.</li> <li>6. Coordinate with production team of Sansad TV</li> <li>7. Other office-related work as assigned by PI/Co-PI of the project.</li> </ol>
2.	Programme Associate - Editorial & Reporting	4	₹ 60,000- 70,000/	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1. Post-graduate degree in any branch of Science/ Tech-nology/ Agriculture/Medicine/Journalism &amp; Mass Communication + 5 years of working experience in relevant area of work like S&amp;T Content Reporting &amp; Writing for film production backed with adequate content</li> </ol>

				<p>research experience and editorial experience, preferably as a copyeditor/desk editor</p> <p>or</p> <p>Graduate degree in Science/ Technology/ Agriculture/ Medicine with post-graduate diploma in journalism &amp; mass communication, media + 5 years of working experience in relevant area of work like S&amp;T Content Reporting &amp; Writing for film production backed with adequate content research experience and editorial experience, preferably as a copyeditor/desk editor</p> <ol style="list-style-type: none"> <li>2. Working experience stated above must be in Print/Electronic/Digital Media as evidenced by programs produced/print published at reporter/content aggregator/program planning level</li> <li>3. Proficiency in written &amp; spoken Hindi &amp; English as evidenced by programs produced/print published at reporter/content aggregator/program planning level</li> <li>4. Proficiency in using of modern tools of content aggregation/content editing/writing/social media/fact check /project management</li> </ol> <p>Desirable Qualifications:</p> <ol style="list-style-type: none"> <li>1. Those with experience of working in Electronic Media with experience of producing science, technology, agriculture or medicine related programs would be preferred</li> </ol> <p>Age Limit: 55 years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. Participate in project planning &amp; pre-project analyses (PPA) of the weekly programmes</li> <li>2. Identify &amp; aggregate newsworthy stories from recent R&amp;D, and Map recent developments in essential projects</li> <li>3. Identify &amp; aggregate appropriate curios &amp; everyday science features</li> <li>4. Identify &amp; aggregate interesting and engaging factoids</li> <li>5. Coordinate with the other two teams of VP involved in the production of programmes.</li> <li>6. Coordinate with production team of Sansad TV</li> </ol>
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				<p>7. Other office-related work as assigned by PI/Co-PI of the project.</p> <p>8. Identify appropriate story frames;</p> <p>9. Fabricate appropriate and engaging popular expositions by way of examples, analogies;</p> <p>10. Create working script; Coordination with production team and other office related work assigned by the reporting officer</p>
<b>3.</b>	Programme Associate -- Content Check & Quality Assurance	<b>1</b>	₹ 60,000- 70,000/	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1. Post-graduate degree in any branch of Science/ Technology/ Agriculture/Medicine/Journalism &amp; Mass Communication + 4 years of working experience in relevant area of work like S&amp;T Content Aggregation, Analyses and Fact Checking with Quality Check &amp; Assurance of the final product to be delivered. OR Graduate degree in Science/ Technology/ Agriculture/ Medicine with post-graduate diploma in journalism &amp; mass communication, media + 5 years of working experience in relevant area of work like S&amp;T Content Aggregation, Analyses and Fact Checking with Quality Check &amp; Assurance of the final product to be delivered</li> <li>2. Working experience stated above must be in Print/Electronic/Digital Media as evidenced by programs produced/print published at QA/QC/reporter/content aggregator/program planning level</li> <li>3. Proficiency in written &amp; spoken Hindi &amp; English as evidenced by by programs produced/print published at reporter/content aggregator/program planning level</li> <li>4. Proficiency in using of modern tools of fact checking/plagiarism/content aggregation/content editing/writing/social media/fact check /project management. An eye for detail and process-oriented approach to implement quality procedures would be preferred.</li> </ol> <p>Desirable Qualifications:</p> <ol style="list-style-type: none"> <li>1. Degree or certification of quality check/assurance processes from a reputed institutes like ISI would be preferred. Experience of implementing processes at previous organization that would have led to certification like ISO, BIS etc. would be preferred.</li> </ol>

				<p>2. Proficiency in any one of the Indian Languages mentioned as per the 8th Amendment as demonstrated by</p> <p>3. Those with experience of working in Electronic Media with experience of producing science, technology, agri-culture or medicine related programs would be preferred</p> <p>Age Limit: 55 years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. Participate in project planning &amp; pre-project analyses (PPA) of the week-ly programmes</li> <li>2. Identify &amp; aggregate newsworthy stories from recent R&amp;D, and Map recent developments in essential projects</li> <li>3. Identify &amp; aggregate appropriate curios &amp; everyday science features</li> <li>4. Identify &amp; aggregate interesting and engaging factoids</li> <li>5. Coordinate with the other two teams of VP involved in the production of programmes.</li> <li>6. Coordinate with production team of Sansad TV</li> <li>7. Other office-related work as assigned by PI/Co-PI of the project.</li> <li>8. Identify appropriate story frames.</li> <li>9. Fabricate appropriate and engaging popular expositions by way of examples, analogies.</li> <li>10. Create working script; Coordination with production team and other office related work assigned by the reporting officer</li> <li>11. Fact checks every claim</li> <li>12. Help maintain credibility and integrity</li> <li>13. Create, curate and follow stylesheet, content development and language editing and other office related work as-signed by the re-ported officer</li> </ol>
<p><b>D. Indian Science News and Feature Service</b>  <b>Project Duration:31.03.2022</b></p>				
1	Reporter	2	Rs. 30,000/-	<p>Essential Qualification:</p> <ol style="list-style-type: none"> <li>1. Graduate from a recognised University/ Institution;</li> <li>2. At least 2 years of experience of reporting in media.</li> </ol>

				<p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Degree/Diploma from a recognised university/ Institution in Journalism or Mass Communication or Media Studies;</li> <li>2. Experience in science and technology reporting / writing.</li> </ol> <p>Age: Less than 30 years.</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. Report on assigned events, collect, collate and gather information to input correspondent and editors, write news stories, tweets etc.</li> </ol>
<b>2</b>	Data entry operators/ documentation/office asst.	2	Rs.25,000/-	<p>Essential Qualification:</p> <ol style="list-style-type: none"> <li>1. Graduation from a recognized University/Institution;</li> <li>2. At least Three years' experience in data entry.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. At least two years of experience in media house</li> </ol> <p>Age: Less than 30 years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. Data entry work and various documentation work including typing and other office related work assigned by the reporting officer.</li> </ol>
<b>3</b>	Training Coordinator	1	Rs.60,000/-	<p>Essential Qualification:</p> <ol style="list-style-type: none"> <li>1. Graduation from a recognized University/Institution; and</li> <li>2. At least six years' experience in media (Print or Television) and experience in Covering/ reporting Science and technology.</li> <li>3. Experience in media training.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Degree/Diploma from a recognized University / Institution in Journalism or Mass Communication or Electronic Media;</li> <li>2. Full-time / part time media training / teaching experience</li> </ol> <p>Age: minimum 35 years.</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. Coordination of training workshops, webinars, meetings, and editorial writing. Training Coordinator would also be needed to cover events and write stories.</li> </ol>

**E. Women Technology Park (WTP)**

Project Duration: 31.03.2022

1	Project Associate	01	₹ 31,000/- + 24% HRA per month	<p>Essential Qualifications:</p> <ol style="list-style-type: none"><li>1. Master's Degree in Natural or Agricultural Sciences/Science Communication/MVSc or Bachelor's degree in Engineering or Technology or Medicine from a recognized University or equivalent.</li></ol> <p>Experiences:</p> <ol style="list-style-type: none"><li>1. One year experience in content writing and technical writing.</li><li>2. Providing assistance in preparation of state-of-art reports</li><li>3. The person should be well versed in Management Information System(MIS) , search &amp; analysis of data</li><li>4. Co-ordinate with various stakeholders to ensure of work for collection of inputs and follow-up</li><li>5. Knowledge computers, MS Office.</li></ol> <p>Age limit: not more than 50 years</p>
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**F. AWSAR**

Project Duration: Three years

1	Advisor/Consultant	01	Rs. 1,00,000/-	<p>Essential Qualifications:</p> <ol style="list-style-type: none"><li>1. PhD in any discipline of Science &amp; Technology communication / Journalism with Master's degree in science from a recognized university.</li><li>2. More than thirty years of experience in science communication</li></ol> <p>Age Limit: Below 65 Years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"><li>1. Provide overall support (Administrative and Technical), advice and guidance for the smooth running of the project.</li><li>2. Develop matrix for the periodic review of the programme and progress.</li></ol>
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				<p>3. Guidance to project staff in day to day working.</p> <p>4. Provide expertise in workshops, evaluation process, &amp; other meetings.</p> <p>5. Develop and maintain strong linkages with various S&amp;T based institutes, Organization, and universities to mobilize the support and expertise for the overall realization of the objectives of the programme.</p>
2	Media Coordinator	01	Rs. 60,000/-	<p>Essential Qualifications:</p> <p>1. Master's degree in science/Journalism and / or Mass Communication, from a recognized university.</p> <p>2. At least 8 years of experience in science journalism/ Print/ Electronic media in national and international media organizations.</p> <p>Age Limit: Below 45 Years</p> <p>Role &amp; Responsibility:</p> <p>1. Research, writing, proofreading, editing all content and design as per the media platform requirement,</p> <p>2. Executing all media plans and events.</p> <p>3. Develop and curate engaging content for various social media platforms</p> <p>4. Develop/assist in creating and editing written video and photo content.</p>
3	Program Coordinator	01	Rs. 75,000/-	<p>Essential Qualifications:</p> <p>1. PhD in any discipline of Science &amp; Technology and Master's degree in science from a recognized university.</p> <p>2. At least two years of post-PhD experience or eight years of relevant experience after M.Sc.</p> <p>Age Limit: Below 45 Years</p> <p>Role &amp; Responsibility:</p> <p>1. Creation &amp; maintenance of database for entries/stories</p> <p>2. Overall coordination of the project</p> <p>3. Liasoning with DST &amp;VP officers</p> <p>4. Coordination &amp; contact experts/judges</p> <p>5. Conduction of meetings, workshops/webinars</p> <p>6. Maintenance of project documentation, plans and reports</p> <p>7. Communication with Universities, Institutes, Labs etc</p>

4	Web Developer	01	Rs. 50,000/-	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1. Bachelors of Engineering in Computer Science/MCA/M.Sc in Computer Science/ DOEACC 'B' level or equivalent from a recognized university and</li> <li>2. Minimum 4 years' experience in the field of web application development and back-end (web server) programming and scripting after completion of essential qualification</li> </ol> <p>Age Limit: Below 40 Years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. Develop front-end web application and back-end (web server) programme and scripting for database connectivity,</li> <li>2. Database management and query-based report generation.</li> <li>3. Develop e-form for getting online entries from scholars for screening and maintaining database of entries.</li> <li>4. Development of FAQs, linking the web portal with the website of other institutions etc for better connect.</li> <li>5. Development of e book of the selected stories.</li> </ol>
5	Graphics Designer	01	Rs. 45,000/-	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1. Bachelor's degree from a recognised university</li> <li>2. Post graduate degree or Post graduate diploma in Graphic designing or related fields,</li> <li>3. Three years of working experience in related field</li> <li>4. Working knowledge of flash, animation, Photoshop, Corel draw, html, Dreamweaver, Illustrator, Indesign, and videoediting</li> </ol> <p>Age Limit: Below 40 Years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. Design banner, flyers, advertisement templates etc</li> <li>2. Develop info graphics, slider designs, flash, animation, slide shows and other pictorials for the web-portal.</li> <li>3. He/she should have ability to comprehend articles written inEnglish translate them into info-graphics/informative pictorials that would</li> </ol>

				<p>be relevant on the website.</p> <ol style="list-style-type: none"> <li>4. Designing of e book for selected stories, certificates, citations, invitations etc.</li> <li>5. He/she should also involve in Managing the online presence of scheme using Social networking tools such as Facebook, Twitter and Google+ .</li> </ol>
<b>6</b>	Program Executives	03	Rs. 35,000/-	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1. Bachelors in any discipline preferably in science</li> <li>2. Knowledge of software's for Desktop publishing, proficient in web-based search, Knowledge of Hindi typing; Knowledge of software required for desktop publishing such as corel draw, illustrator and others.</li> </ol> <p>Age Limit: Below 40 Years</p> <p>Role &amp; Responsibility:</p> <ol style="list-style-type: none"> <li>1. Assist in all activities of core team</li> <li>2. Helping in accounting work, documentation</li> <li>3. Preparation of office documents, selecting formatting, such as size, style, column width, spacing and any other office related assistance.</li> <li>4. Coordination with DST &amp; VP and other institutes.</li> <li>5. Assist in holding meetings, workshops, article compilation and data analysis etc</li> </ol>

G.Tech-नीव@75- Commemorating Azadi ka Amrit Mahotsav  
Project Duration: One Year

1	Senior Project Associate	01	Rs. 60,000/-	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1. Master Degree in Natural or Agricultural Sciences/MVSc or Bachelor's degree in Engineering or Technology or Medicine or science Communication from a recognized University or Equivalent</li> <li>2. Four years' experience in reporting/ writing/ editing/ content on Science and Technology in reputed newspapers, journals/ digital platform</li> </ol> <p>Desirable Qualifications</p> <ol style="list-style-type: none"> <li>3. Degree/Diploma in Journalism or Mass Communication or Digital Media</li> <li>4. Experience in writing and editing for digital, print in Hindi or/and English etc.</li> <li>5. Excellent communications and writing skills in Hindi and English.</li> <li>6. Strong Interpersonal skills.</li> </ol>
2	Project Associate-I	01	Rs. 31,000/-+ HRA (24%)	<p>Essential Qualifications:</p> <ol style="list-style-type: none"> <li>1 Master Degree in Natural or Agricultural Sciences/MVSc or Bachelor's degree in Engineering or Technology or Medicine or science Communication from a recognized University or Equivalent.</li> <li>2 Diploma in Graphic designing, Multimedia, web-designing and web-based publishing from a recognized University or Equivalent.</li> <li>3 Should have 2 years of working experience in graphic designing work, infographics creation, banner, logo and slider creation.</li> <li>4 Proficiency &amp; working experience in Graphic Designing Software demonstrated through certification or testimonials</li> </ol> <p>Desirable Qualifications:</p> <p>Should have proven ability to work in print/electronic/digital media</p>



### **Other Terms and Conditions:**

1. Application will be accepted in prescribed format only in online mode. Last date of submission of application is 21days from the date of publication of the advertisement in the newspapers .
2. Positions are offered initially for six months or the project duration whichever is earlier. Further extension will be given up to the project duration subject to satisfactory discharge of duties. In case of an ex-government employee, the emoluments will be fixed as per GOI guidelines.
3. Vigyan Prasar will in no case be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever.
4. Only Indian nationals are eligible for applying.
5. The crucial date for determining the eligibility in terms of prescribed qualification and experience will be the last date of submission of applications.
6. 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.
7. Please do attach (as per the requirements stated in online proforma) all educational, experience certificates in support of essential/desirable qualifications and age.
8. Documents in support of qualification, experience and age etc. must be produced in original if called for interview.
9. 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.
10. Mere fulfillment 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.
11. 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.
12. The engagement against the above positions will be purely on temporary basis. Selected professionals do not confer any right of continuance in new project. Any extension will be at the sole direction of Vigyan Prasar.

13. The monthly professional fee payable for contractual positions shall be determined based on applicants' expertise, experience, and professional standing.
14. Vigyan Prasar reserves the right to cancel/withdraw/postpone this recruitment notice.
15. The engagement of all selected candidates will be governed as per rules of the projects.
16. Engagement of professionals will be on full time basis and their place of work will be New Delhi/Noida.
17. Canvassing in any form shall lead to immediate disqualification.
18. No TA/DA shall be paid for appearing in Skill test/Interview.

**(Registrar, Vigyan Prasar)**