



PRASAR BHARATI
(India's Public Service Broadcaster)
Regional News Unit, Doordarshan Kendra
Kolkata



Regional News Unit, DDK, Kolkata invites applications for empanelment of **Casual Video Editor** on assignment basis:

Interested candidates may send their duly filled application forms, along with necessary documents proving essential qualifications as given in the advertisement, to “**Head of News, Regional News Unit, Doordarshan Kendra, 18/3, Uday Sankar Sarani, Doordarshan Campus, Bikramgarh, Jadavpur, Kolkata- 700 095**” in an envelope with heading “**Application for < Name of the position>**” by 30th June 2022.

EMPANELMENT OF CASUAL VIDEO EDITOR

Regional News Unit – DDK Kolkata

SELECTION GUIDELINES – CASUAL VIDEO EDITOR

The guidelines for selection are as per order DDN/Misc-I/2015-S dated 03.03.2020 issued by DD News, New Delhi.

1. Age : 21-50 years.

2. Essential Qualifications:

- (a) 10+2 from a recognized board
- (b) Degree/ Diploma in Film & Video editing from a Recognized University.
- (c) Two years' experience in the relevant field.

3. Procedure of Selection:

- i) A panel shall be prepared on need basis by the RNU, DDK, Kolkata
- ii) Eligible candidates after scrutiny of their documents will be called for a Skill test for evaluation by selection committee.

4. WORK PROFILE

The Casual Video Editor empanelled by RNU Kolkata, DDK Kolkata shall be required to edit visuals, add graphic element for use in news bulletins.

To ensure success as a Video Editor, the assignee should have expert knowledge of modern video editing techniques, be able to visualize directorial concepts, and work according to a strict time schedule.

Apart from their core duties of providing edited visuals for news bulletins, they are expected to edit videos and content for Social Media platforms of RNU Kolkata.

NOTE: Casual Video Editors need to be present in the newsroom for the entire assigned shift irrespective of bulletins being aired or not.

5. DUTIES AND REMUNERATION

- (a) The designation shall be **CASUAL VIDEO EDITOR.**
- (b) The discretion of assigning duties to Casual Video Editor and the number of duties lies with the RNU in-charge (Head of News) or designated delegated authority.
- (c) Duty for a maximum of only 7 days per month will be assigned by the office (A typical duty on a particular day is generally of an 8-9 hours shift).
- (d) The remuneration given is as per the rate card issued by DD News HQ vide DDN/RNU/Revised Rates/2012-S dated 12/12/2012 ie **Rs. 1000/- per day.**
- (e) The discretion of not assigning duty or reduction or increase in the assignment of duties to particular casual assignee lies with the RNU in-charge (Head of News) or designated delegated authority. Duties are assigned only on need basis subject to a maximum of 7 duties per month. Mere empanelment does not mean that duties will be assigned.

**APPLICATION FORM FOR CASUAL VIDEO EDITOR
RNU KOLKATA – DDK KOLKATA**

[All information to be filled in English and Block Letters]

1) Personal Details

Name	Surname First Name Middle Name		
Date of Birth	<input type="text"/>	/	<input type="text"/>
	D D	/	M M
	<input type="text"/>		<input type="text"/>
	Y Y		Y Y
*(Attach documentary Proof)			
Age in Completed years (As on date of Advertisement)	<input type="text"/>		
Place of Birth	<input type="text"/>		
Gender	<input type="text"/>		
Nationality	<input type="text"/>		

Passport size
Photo

2) Contact Details

Email ID	<input type="text"/>
Mobile Nos.	1. <input type="text"/> 2. <input type="text"/>
Landline No. (with STD Code)	1. <input type="text"/> 2. <input type="text"/>
Address	Present Mailing Address
<input type="text"/>	<input type="text"/>
	Permanent Address
<input type="text"/>	<input type="text"/>

3) Educational qualifications- Academic and professional courses ***(attach proof)**

Sl. No.	Qualification	School/University//college/Institution	Year of Passing	Percentage (%) Marks
1)	SSC(10 th)	<input type="text"/>	<input type="text"/>	<input type="text"/>
2)	HSC(12 th)	<input type="text"/>	<input type="text"/>	<input type="text"/>
3)	Graduation	<input type="text"/>	<input type="text"/>	<input type="text"/>
4)	Any Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

