



सत्यमेव जयते

PRASAR BHARATI  
(India's Public Service Broadcaster)  
DOORDARSHAN KENDRA::GUWAHATI  
R.G.BARUAH ROAD,GUWAHATI - 781024



Last date to apply is 30<sup>th</sup> APRIL 2026.

Doordarshan Kendra, Guwahati invite applications for Empanelment of Casual Assignee for various categories to work in Prasar Bharati's Regional Channel (DD Assam) in the following categories.

The Casual assignee empanelment will be purely on assignment basis, as & when required.

Sl.No.	Category of Casual Assignees	Age	Qualifications required	Remuneration Fee
1.	<b>RESOURCE PERSON</b> (Assistant in Programme production /Management)	21-50 years	<b>Essential</b> (i) Class-XII + 3 year Experience in TV/Doordarshan programme production and Co- ordination. <b>(or)</b>  (ii) Graduation with professional Diploma in TV Programme Production/Mass Communication Journalism.  <b>Desirable</b> (i) Knowledge of Assamese, English & Hindi language (ii) Ability to write script,noting,report events etc.	Rs. 3000/- (Per Assignment)
2.	<b>VIDEO ASSISTANT</b> (Studio and field camera operation /Videography)	21-50 years	<b>Essential</b> (i) Professional Degree / Diploma in Videography.  <b>Desirable</b> (i) Two years' experience of TV / Digital / Video Programme.	Rs. 5000/- (Per Assignment)
3.	<b>POST – PRODUCTION ASSISTANT VIDEO EDITING</b> (Video Editing Non-Linear)	21-50 years	<b>Essential</b> (i) Professional Degree / Diploma in Video Editing.  <b>Desirable</b> (i) Two years' experience in TV/Doordarshan/ Video Programme Production	Rs. 3500/- (Per Assignment)
4.	<b>WEBSITE EDITOR / SOCIAL MEDIA</b> (To design Website & handle Social Media)	21-50 years	<b>Essential</b> (i) Graduation and Degree Diploma/ Certificate in Digital Marketing /Social Media & Experience of one year in website designing/Digital Marketing/Social Media  <b>Desirable</b> (i) Certification in Website Designing	Rs. 3000/- (Per Assignment)

5.	<b>CAMERA ASSISTANT</b> (Helper in Programme Production )	21-50 years	<b>Essential</b> i) Class XII  <b>Desirable</b> (i) 2-3 years' experience in related field.	Rs. 1500/- (Per Assignment)
6.	<b>C.G.OPERATOR</b> (Computer Graphics for Programme)	21-50 years	<b>Essential</b> (i) Graduation & Typing abilities of at least 35 words per minute in English language and / or 30 words per minute in Hindi / Assamese language as per the programme requirement  <b>Desirable</b> (i) Certificate in Computer Graphics / Graphic Designing.	Rs. 2000/- (Per Assignment)
7.	<b>LIBRARY ASSISTANT/ ARCHIVE ASSISTANT</b> (To assist in Library Management)	21-50 years	<b>Essential</b> (i) Graduation and Certification in MS Excel.  <b>Desirable</b> (i) Diploma in Library Science	Rs. 2500/- (Per Assignment)

\*\*\*\*\*

## **Terms and Conditions :**

1. The empanelment process is being conducted to identify suitable candidates who may be engaged purely on assignment basis for performing specific assignments in DDK Guwahati. **The persons selected through empanelment process shall have no claim, either implicit or explicit, for absorption or regularization in DDK Guwahati / Prasar Bharati.**
2. Empanelled candidates will be engaged for maximum 7(seven) assignments in a month.
3. Selection through the empanelment process does not guarantee assignments from DDK Guwahati. **Assignments will be provided to empanelled candidates by DDK Guwahati on 'as and when required' basis.**
4. There is **no application fee** for applying for any of the casual assignee positions.
5. Applicants are required to submit self-attested photocopies of all relevant documents demonstrating their compliance with age, experience, education and other criteria. **Applications submitted without the necessary self-attested documents will be summarily rejected,** and no further correspondence will be entertained regarding incomplete applications.
6. For determining the age, experience, and education criteria, **relevant certificates shall be considered up to and including the date of issuance of this notification.**
7. DDK Guwahati **reserves the right to shortlist suitable candidates** who apply for various categories of casual assignees based on relevant age, education, experience, and other criteria. Only shortlisted candidates will be called for skill tests / interviews. Candidates are requested to keep checking inbox/ spam/junk folders for any communication from email id : [\*\*ddgp.ddk@gmail.com\*\*](mailto:ddgp.ddk@gmail.com)

8. DDK Guwahati **reserves the right to conduct any skill tests** (written, interview, computer-based test etc.) **in any format**—such as multiple choice or descriptive for written exams, group discussion or one-on-one interviews, editing software proficiency, etc.—**to assess the skills, suitability, efficiency and personality of the shortlisted candidates.**
9. **No TA/DA will be paid to the shortlisted candidates who will be called for the skill tests / interview.**
10. The remuneration fee offered for selected candidates in empanelment process shall strictly follow the prevailing fee structure for casual assignees working in Prasar Bharati.
11. **If a candidate wishes to apply for multiple causal categories, a separate application form needs to be submitted.**
12. Any attempt at canvassing or undue influence will result in the immediate disqualification of the candidate.
13. The validity of panel for Casual assignees is for 2 years.

## How to apply :

1. Candidates who are eligible and willing to adhere to the terms and conditions outlined above may submit their applications in the prescribed format (Annexure I- A), along with self-attested copies of all necessary documents, including certificates of educational qualifications, proof of age, experience certificates, and any other relevant documents. Applications should be addressed to the **Head of Programme, Doordarshan Kendra, R.G.B. Road, Guwahati – 781024 sent by Speed Post only and the soft copy of application (in PDF format) through E.mail [ddgp.ddk@gmail.com](mailto:ddgp.ddk@gmail.com).**

**The category for which applied should be clearly mentioned on the cover as "APPLICATION FOR CASUAL ASSIGNEE" & CATEGORY :-**  
.....

2. **Applications must be received by DDK Guwahati by 30<sup>th</sup> April, 2026.** Applications submitted in person, by hand, or by any other mode will not be accepted. DDK, Guwahati shall not be held responsible for any delays in postal delivery.

## Checklist for applicants before submitting the application :

- Duly filled and signed Application Form (Annexure 1)
- Self attested Photocopy of Educational Qualification Certificate/Mark sheets
- Self attested Photocopy of Proof of Age (Birth Certificate/ Matriculation Certificate)
- Self attested Photocopy of Technical and Professional Certificates
- Self attested Photocopy of Experience certificates
- Self attested copy of CV, if any.
- Self attested copy AADHAR photocopy

PRASAR BHARATI  
(INDIA'S PUBLIC SERVICE BROADCASTER)  
DOORDARSHAN KENDRA GUWAHATI  
\*\*\*\*\*

**APPLICATION FOR CASUAL ASSIGNEE EMPANELMENT**

Paste self-  
attested  
passport size  
photo here

**1. CATEGORY FOR WHICH APPLIED: - Please Tick**

- a. **RESOURCE PERSON**
- b. **VIDEO ASSISTANT**
- c. **POST –PRODUCTION  
ASSISTANT VIDEO EDITING**
- d. **WEBSITE EDITOR / SOCIAL MEDIA**
- e. **CAMERA ASSISTANT**
- f. **C.G. OPERATOR**
- g. **LIBRARY ASSTT./ARCHIVE ASSTT.**

**1. Name in Full (In Block) :-**

**2. Local Address / Postal Address :-**

**3. Contact Details:-**

Mobile No.	
Landline No (If any)	
E.Mail	
Social Media	
AADHAR No.	

4. Date of Birth: - ..... (DD/MM/YY)

Age (As on. 01.01.2026)

Year	Month	Day

5. Nationality:-

6. Religion :-

7. Gender:- Male

Female

8. Educational Qualification: (Copy of all the supporting documents should be attached with the application)

Exam Passed	Name of Degree	Subject	Year of Passing	Name of Board /University	Class
XII					
Graduation					
Post - Graduation					

9. Adl. Qualification / Desirable , if any :-

10. Experience :-

	Years of Experience
TV/ Radio	
Print Media	

(Enclosed supplementary sheet if required)

11. Any other relevant information related to this assignment :-

12. Whether already working in All India Radio / Doordarshan ?

Name the department, AIR Programme, NSD:AIR, Doordarshan or DD RNU?

## **DECLARATION**

1. I hereby declare that the information provided by me is true and accurate to the best of my knowledge and belief. I have read, understood, and unconditionally accept the Terms and Conditions of the 'Notification for Empanelment of Casual Assignees.'
2. I understand that the empanelment process aims solely to identify candidates for casual assignments at DDK Guwahati. Selection through this process does not guarantee or entitle me to receive assignments from DDK Guwahati or Prasar Bharati.
3. I acknowledge that if selected, I will have no claim for permanent employment or regularization at DDK Guwahati or Prasar Bharati.
4. I acknowledge that my performance as part of the panel may be periodically reviewed and panel may be reconstituted.
5. I understand that during the empanelment process, DDK Guwahati /Prasar Bharati reserves the right to shortlist candidates based on criteria such as age, education, experience, efficiency and other relevant qualifications. Further, DDK Guwahati/Prasar Bharati reserves the right to conduct skill tests, assessments, and interviews in any format to evaluate the skills, suitability, and personality of shortlisted candidates. I also understand that no travel or dearness allowance (TA/DA) will be provided for attending any skill tests or interviews.

Date:

Place:

(Signature of Applicant)

Full Name of Applicant

