



**DIBRUGARH UNIVERSITY : DIBRUGARH - 786 004 □ ASSAM**

**Advt. No. A- 2/2016 dated 23/02/2016**

Applications (along with 07 photocopies of the same) in the prescribed form of the University are invited from the intending eligible candidates for the following posts in the **Educational Multimedia Research Centre (EMRC), Dibrugarh University**, so as to reach the undersigned on or before **16/03/2016** alongwith a Bank Draft of Rs. 500/- [for Sl. No. (i) to (v) and Rs. 300/- [for Sl. No. (vi) to (xii)] in favour of the **Registrar, Dibrugarh University**, Dibrugarh payable at **Punjab National Bank**, Dibrugarh University Branch (**Code: 994000**).

**(i) Producer (1 post): Pay Band: Rs. 15,600 - 39,100 + GP Rs. 5,400/-**

**Minimum Qualification:** Master's degree in any subject or Bachelor's degree in Engineering with 3 years experience in video production or direction preferably in Educational TV OR PG Diploma in direction from FTII or equivalent qualification OR Master in Communication and 2 years experience in video production preferably in Educational TV.

**(ii) Junior Research Officer (1 post): Pay Band: Rs. 15,600 - 39,100 + AGP Rs. 5,400/-**

**Minimum Qualification:** Master's Degree in any subject or Bachelor's degree in Engineering with 2 years experience in video production related research. **Desirable:** NET qualified.

**(iii) Engineer Grade-I (1 post): Pay Band: Rs. 15,600 - 39,100 + GP Rs. 5,400/-**

**Minimum Qualification:** B.E./B.Tech. in Electronics & Communication Engineering / Electronics Engineering with 2 years experience in relevant field, preferably in operation and maintenance of video broadcast quality production equipment.

**(iv) Cameraman (1 post): Pay Band: Rs. 9,300 - 34,800 + GP Rs. 4,600/-**

**Minimum Qualification:** 12<sup>th</sup> passed with 3 years Diploma in Video Production / Cinematography from a recognized institute OR 12<sup>th</sup> passed with 3 years experience in broadcast quality video camera work.

**(v) Section Officer -Administration: Pay Band: Rs. 9,300 - 34,800 + GP Rs. 4,600/-**

**Minimum Qualification:** A second class Bachelor's Degree/Master's Degree in any subject preferably with degree in law or post-graduate diploma in personnel management with 5 years experience as Senior Administrative Assistant.

**(vi) Production Assistant (1 post): Pay Band: Rs. 9,300 - 34,800 + GP Rs. 4,200/-**

**Minimum Qualification:** Master's degree in any subject or Bachelor's degree in Engineering with 1 year experience in video production OR Master in Communication or equivalent degree with specialization in production.

**(vii) Professional Assistant (Library) (1 post): Pay Band: Rs. 9,300 - 34,800 + GP Rs. 4,200/-**

**Minimum Qualification:** Graduate in any subject and B.Lib.Sc. with 5 years experience preferably in Media Library. **Desirable:** Experience of working in a media library.

**(viii) Technical Assistant (1 post): Pay Band: Rs. 9,300 - 34,800 + AGP Rs. 4,200/-**

**Minimum Qualification:** 12<sup>th</sup> pass and Diploma (3 years structure) in Electronics from recognized institute or equivalent qualification and 1 year experience in operation / maintenance of video equipment OR H.S.L.C passed plus Diploma (3 years structure) in Electronics from a recognized institute and 3 years experience in operation/ maintenance of video equipment.

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**(ix) Accounts Assistant (1 post): Pay Band: Rs. 9,300 - 34,800 + GP Rs. 4,200/-**

**Minimum Qualification:** Commerce graduate with 5 years experience in accounting matters in reputed organization. Knowledge of computer is essential.

**(x) Personal Assistant (1 post): Pay Band: Rs. 9,300 - 34,800 + GP Rs. 4,200/-**

**Minimum Qualification:** Graduate with English shorthand speed of 100 WPM and typing speed of 45 WPM and 5 years experience as a Stenographer. **Desirable:** Experience in handling modern office equipment and word processing on computer.

**(xi) Driver-cum-Helper (1 post): Pay Band: Rs. 5,200 - 20,200 + GP Rs. 1,900/-**

**Minimum Qualification:** H.S.L.C. passed with valid license to drive public medium heavy vehicle and 3 years experience.

**(xii) Peon (1 post): Pay Band: Rs. 5,200 - 20,200 + GP Rs. 1,800/-**

**Minimum Qualification:** H.S.L.C passed, preferably with experience in establishments using hi-tech equipment.

**Sd/-Registrar**  
Dibrugarh University  
Dibrugarh

Memo No.: DU/Estt-A/Advt./EMRC/2013/239/20272-88

Date: 23/02/2016

Copy forwarded for information & necessary action :-

01. The Hon'ble Vice-Chancellor, D.U., for favour of information.
02. All Deans, School of Studies, D.U.
03. The Dean, Research and Development, D.U.
04. The Dean, Student Affairs, D.U.
05. The Director, All India Radio, Guwahati with a request to broadcast the advertisement in their employment News Programme in the public interest.
06. The Assistant Director (Employment), District Employment Exchange, P.O. Bairagimoth, Dibrugarh for information and necessary action.
07. The Assistant Employment Officer, Employment Information & Guidance Bureau, D.U.
08. The Director, Consortium for Educational Communication (CEC), I.U.A.C., Aruna Asaf Ali Marg, New Delhi - 110067 for information.
09. The Joint Secretary, University Grants Commission (UGC), Bahadur Shah Zafar Marg, New Delhi - 110002 for information.
10. Director, All EMRC's
11. All Heads of Departments, D.U.
12. All Director/ Director i/c, Centres of Studies, D.U.
13. All Officers, D.U.
14. The Administrator, D.U. Website.
15. The Cash Counter, D.U.
16. Notice Board of the University
17. Office file.

**Sd/-Registrar**  
Dibrugarh University  
Dibrugarh