



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

**Advt. No. A- 4 /2017 dated 22/08/2017**

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 **14/09/2017** alongwith a Bank Draft of Rs. 500/- [for Sl. No. (i) to (vi) and Rs. 300/- [for Sl. No. (vii) to (xvii)] in favour of the **Registrar, Dibrugarh University**, Dibrugarh payable at **Punjab National Bank**, Dibrugarh University Branch (**Code: 994000**).

**(i) Producer (3 posts): [One post reserved for ST(P)]: 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 (3 posts): [One post reserved for ST(P)]: 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) Graphic Artist (1 post): Pay Band: Rs. 9,300 - 34,800 + GP 4,600/-**

**Minimum qualification:** Diploma in Applied Art from a recognised institute (5 years structure after 10<sup>th</sup>) OR Degree in Applied Art or equivalent qualifications desirably with experience in computer graphics OR Graduate with recognised diploma in Computer Graphics with 3 years experience.

**(vi) Section Officer - Administration (1 post): 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.

**(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) Production Assistant (2 posts): [One post reserved for ST(H)]: 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.

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

**Minimum qualification:** 12<sup>th</sup> passed with diploma (3 year structure) in Electronics from recognised institute or equivalent qualification and 1 year experience in Operation/Maintenance of video equipment OR HSLC passed with Diploma (3 years structure) in Electronics from a recognised institute and 3 years experience on operation/maintenance of video equipment.

**(x) Technician (3 posts): [One post reserved for SC]: Pay Scale: 5,200 - 20,200 + GP 2,400/-**

**Minimum Qualification:** HSLC passed with ITI or equivalent certificate in Video/Audio/Electronics/ Electrician trade/Air-conditioning and 2years experience in relevant field.

**(xi) 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.

**(xii) 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.

**(xiii) Stenographer (1 post): Pay Band: 5,200 - 20,200 + GP Rs. 2,400/-**

**Minimum qualification:** Graduate with English shorthand speed of 80 WPM and typing speed of 40 WPM. **Desirable:** Experience in handling modern office equipment and word processing on computer.

**(xiv) Clerk -LDC( 1 post): Pay Band Rs. 5,200 - 20,200 + GP Rs. 1,900/-**

**Minimum Qualification:** Graduate or 12<sup>th</sup> passed with 2 years experience in office work. **Desirable:** Working knowledge of typing and experience in use of computer for data entry and word processing.

**(xv) 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.

**(xvi) Unit Peon (1 post): Pay Band: Rs. 5,200 - 20,200 + GP Rs. 1,900/-**

**Minimum Qualification:** H.S.L.C passed with 3 years experience in Art/Drama/Media.

(xvii) Peon (1 post):[Reserved for ST(P)]: 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.

Application form may be downloaded from the university website: [www.dibru.ac.in](http://www.dibru.ac.in)

***The applicants who had applied earlier against Advt. No. A-2/2016 dated 23.02.2016 need not apply. However, they can submit additional information, if any. Their candidature shall be considered for the present advertisement.***

***Age limit:*** As per Central/State Government Rule.

***\* Age relaxation and application fee concession will be applicable as per Government Rule.***

**Sd/-**

**Registrar**

Dibrugarh University  
Dibrugarh

Date: 22/08/2017

Memo No.: DU/Estt-A/Advt./EMRC/2013/239/2144-59

Copy forwarded for information & necessary action :-

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

Sd/-

**Registrar**

Dibrugarh University  
Dibrugarh