

## CORRIGENDUM

Reference Advertisement published in leading dailies on 24.07.2016, and uploaded on FTII website on 25.07.2016, the following changes may be noted as regards for the post of Dean (Films) under **Qualifications & Experience**

Sr. No.	AS PUBLISHED	TO BE READ AS
1.	<p><b>(a) Essential</b></p> <p>i) Degree of a recognized University or equivalent; <b>AND</b></p> <p>ii) Diploma from FTII or equivalent in Film Direction/Production;</p> <p>iii) At least eight years professional experience in a responsible capacity in television production / training including two years of administrative or managerial experience in an organisation or institution of repute</p> <p style="text-align: center;"><b>OR</b></p> <p>(i) Certificate of completion of Television course conducted by FTII or equivalent</p> <p>(ii) At least 10 years' experience in a responsible capacity in Film production/training including two years of administrative/managerial experience in an organisation or institution of repute.</p> <p>* Candidates are required to produce evidence of professional work done.</p> <p><b>(b) Desirable</b></p> <p>(i) Teaching experience</p> <p>(ii) Good knowledge of Indian and International Cinema</p>	<p><b>(a) Essential</b></p> <p>i) Degree of a recognized University or equivalent;</p> <p>ii) Diploma from FTII or equivalent in Film or Television Direction/Production;</p> <p>iii) At least eight years professional experience in a responsible capacity in film direction /production / training including two years of administrative or managerial experience in organisation or institution of repute</p> <p style="text-align: center;"><b>OR</b></p> <p>(i) Degree of a recognized University or equivalent</p> <p>(ii) At least 10 years' professional experience in a responsible capacity in Film direction/production/training including two years administrative/managerial experience in an organisation or institution of repute.</p> <p style="text-align: center;">Candidates are required to produce evidence of professional work done.</p> <p><b>(b) Desirable</b></p> <p>(i) Teaching experience</p> <p>(ii) Good knowledge of Indian and International Cinema</p>

**The corrected version of the advertisement is now uploaded below.**

**In convenience caused is regretted.**

**REGISTRAR**



# भारतीय फ़िल्म और टेलीविज़न संस्थान, पुणे FILM AND TELEVISION INSTITUTE OF INDIA, PUNE

An autonomous Institute under the  
Ministry of Information and Broadcasting, Govt. of India



Applications are invited from Indian citizens for the following Group 'A', 'B' & 'C' positions.  
Candidates applying for Group 'A' posts except Sr. No. 10 must have good communication skills

Sr. No	Post and Scale of Pay	Total	No. of vacancies				Upper Age Limit
			Gen	OBC	SC	ST	
<b>Group 'A'</b>							
1.	Dean (Films) (PB-3) Rs.15600-39100 + Rs.7600 GP	01	01	-	-	-	50 years
2.	Professor Cinematography (PB-3) Rs.15600-39100 + Rs.7600 GP	01	01	-	-	-	50 years
3.	Professor Screenplay Writing (PB-3) Rs.15600-39100 + Rs.7600 GP	01	01	-	-	-	50 years
4.	Professor Editing (PB-3) Rs.15600-39100 + Rs.7600 GP	01	01	-	-	-	50 years
5.	Associate Professor Film Direction (PB-3) Rs.15600-39100 + Rs.6600 GP	02	-	-	01	01	45 years
6.	Assistant Professor Sound Engineering (PB-3) Rs.15600-39100+ Rs.5400 GP	01	01	-	-	-	40 years
7.	Assistant Professor Cinematography (PB-3) Rs.15600-39100+ Rs.5400 GP	02	-	-	01	01	40 years
8.	Assistant Professor Editing (PB-3) Rs.15600-39100+ Rs.5400 GP	01	-	01	-	-	40 years
9.	Assistant Professor TV Production (PB-3) Rs.15600-39100+ Rs.5400 GP	02 (out of which 01 post is reserved for PWD-OH)	-	01	01	-	40 years
10.	Maintenance Engineer (PB-3) Rs.15600-39100+ Rs.5400 GP	01 (PWD-OH)	-	-	01	-	30 years
<b>Group 'B'</b>							
1	Research Assistant (Films) (PB- 2) Rs.9300-34800 + Rs.4200 GP	01 (for PWD-HH)	01				30 years
<b>Group 'C'</b>							
1	Floor Assistant (PB-1) Rs.5200-20200 + Rs.1900 GP	02 (for PWD -HH)	01			01	25 Years
2	Multi Tasking Staff (Chowkidar) (PB-1) Rs.5200-20200 + Rs.1800 GP	01 (for PWD-OH)				01	25 Years

**FTII strives to have a workforce which reflects gender balance and women candidates are encouraged to apply**

For details of qualifications & experience for the post, format of application and rules applicable, please visit [www.ftiindia.com](http://www.ftiindia.com). The last date of submission of application complete in all respect is **45 (forty five) days** from the date of publication of advertisement in the Employment News.

FTII reserves right to cancel the advertisement partly or fully without assigning any reason thereof.

**REGISTRAR**

**GROUP 'A'**

**Post at Sr.No.1 : DEAN (FILMS)**

**Qualifications and Experience :**

**(a) Essential**

- i) Degree of a recognized University or equivalent;
- ii) Diploma from FTII or equivalent in Film or Television Direction/Production;
- iii) At least eight years professional experience in a responsible capacity in film direction /production / training including two years of administrative or managerial experience in organisation or institution of repute

**OR**

- (i) Degree of a reconized university or equivalent
- (ii) At least 10 years' professional experience in a responsible capacity in Film direction/production/training including two years administrative/managerial experience in an organisation or institution of repute.

Candidates are required to produce evidence of professional work done.

**(b) Desirable**

- (i) Teaching experience
- (ii) Good knowledge of Indian and International Cinema

**Post at Sr.No.2 : PROFESSOR CINEMATOGRAPHY**

**Qualifications and Experience :**

**(a) Essential**

- (i) Degree of a recognized University;
- (ii) Degree or Diploma or equivalent in Motion Picture Photography or Cinematography from a recognized University or Institute.
- (iii) At least six years' professional experience including teaching experience in the field of Motion Picture Photography in an organization or institution of repute.

**OR**

- (i) Master's Degree of a recognized University.
- (ii) At least eight years' professional experience including teaching experience in Motion Picture Photography in an organization or institution of repute.

**OR**

- (i) Degree of a recognized University or equivalent;
- (ii) At least ten years' professional experience in Motion Picture Photography including teaching experience in an organization or institution of repute.

**(b) Desirable**

Good knowledge of Film and TV medium in India and abroad.

**Post at Sr.No.3 : PROFESSOR SCREENPLAY WRITING**

**Qualifications and Experience :**

**(a) Essential**

- i) Degree of a recognized University;
- ii) Degree or Diploma or equivalent in Film Direction/ Screenplay Writing from a recognized University or Institution;
- iii) At least 6 years' professional experience as a Script Writer for films including teaching in an organization or institution of repute.

**OR**

- i) Master's Degree of a recognized University;
- ii) At least 8 years' professional experience as a Script Writer for films including teaching in an organization or institution of repute.

**OR**

- i) Degree of a recognized University or equivalent;
- ii) At least 10 years' professional experience as a Script Writer for films including teaching in an organization or institution of repute.

**(b) Desirable**

Good knowledge of Film and TV medium in India and abroad.

**Post at Sr.No.4 : PROFESSOR EDITING**

**Qualifications and Experience:**

**(a) Essential**

- i) Degree of a recognized University;
- ii) Degree or Diploma or equivalent in Film Editing from a recognized University or Institute;
- iii) At least 6 years' professional experience including teaching in Film Editing in an organization or Institution of repute.

**OR**

- i) Master's Degree of a recognized University;
- ii) At least 8 years' professional experience including teaching in Film Editing in an organization or Institution of repute.

**OR**

- i) Degree of a recognized University or equivalent;
- ii) At least 10 years professional experience including teaching in Film Editing in an organization or Institution of repute.

**(b) Desirable**

Good knowledge of Film and TV medium in India and abroad.

**Post at Sr.No.5 : ASSOCIATE PROFESSOR FILM DIRECTION**

**Qualifications and Experience:**

**(a) Essential**

- i) Degree of a recognized University;
- ii) Degree or Diploma or equivalent in Film Direction or Film Production from a recognized University or Institute.
- iii) At least 4 years' professional experience including teaching as a Motion Picture Production or direction Executive in an organization or Institution of repute.

**OR**

- i) Master's Degree of a recognized University;
- ii) At least 6 years' professional experience including teaching as a Motion Picture Production or Direction Executive in an organization or Institution of repute.

**OR**

- i) Degree of a recognized University or equivalent;
- ii) At least 8 years' professional experience including teaching as a Motion Picture Production or Direction Executive in an organization or institution of repute.

**(b) Desirable**

Good knowledge of Film & TV medium in India and abroad.

**Post at Sr.No.6 : ASSISTANT PROFESSOR SOUND ENGINEERING**

**Qualifications and Experience :**

**(a) Essential**

- i) Degree of a recognized University;
- ii) Degree or Diploma or equivalent in Sound Engineering from a recognized University or Institute;
- iii) At least 2 years' professional experience including teaching in Sound Recording/ Sound Engineering in an organization or institution of repute engaged in Film/TV Production or training.

**OR**

- i) Master's Degree of a recognized University in Telecommunication Engineering;
- ii) At least 4 years' professional experience including teaching in Sound Recording/ Sound Engineering in an organization or institution of repute engaged in Film/TV Production or training.

**OR**

- i) Degree of a recognized University or equivalent;
- ii) At least 5 years' professional experience including teaching in Sound Recording/ Sound Engineering in an organization or institution of repute engaged in Film/TV Production or training.

**(b) Desirable**

Good knowledge of Film & TV medium in India and abroad.

**Post at Sr.No.7 : ASSISTANT PROFESSOR CINEMATOGRAPHY**

**Qualifications and Experience:**

**(a) Essential**

- i) Degree of a recognized University;
- ii) Degree or Diploma or equivalent in Motion Picture Photography/ Cinematography from a recognized University or Institute;
- iii) At least 2 years' professional experience including teaching in Motion Picture Photography or Cinematography in an organization or institution of repute.

**OR**

- i) Master's Degree of a recognized University
- ii) At least 4 years' professional experience including teaching in Motion Picture Photography or Cinematography in an organization or institution of repute.

**OR**

- i) Degree of a recognized University or equivalent;
- ii) At least 5 years' professional experience including teaching in Motion Picture Photography or Cinematography in an organization or institution of repute.

**(b) Desirable**

Good knowledge of Film & TV media in India and abroad.

**Post at Sr.No.8 : ASSISTANT PROFESSOR EDITING**

**Qualifications and Experience:**

**(a) Essential**

- i) Degree of a recognized University;
- ii) Degree or Diploma or equivalent in Film Editing from a recognized University or Institute;
- iii) At least 2 years' professional experience including teaching in Film Editing in an organization or Institution of repute.

**OR**

- i) Master's Degree of a recognized University;
- ii) At least 4 years' professional experience including teaching in Film Editing in an organization or Institution of repute.

**OR**

- i) Degree of a recognized University or equivalent;
- ii) At least 5 years' professional experience including teaching in Film Editing in an organization or Institution of repute.

**(b) Desirable**

Good knowledge of Film & TV medium in India and abroad.

**Post at Sr.No.9 : ASSISTANT PROFESSOR TV PRODUCTION**

**Qualifications and Experience:**

**(a) Essential**

- i) Degree of a recognized University;
- ii) Degree or Diploma or equivalent in Film or Television Direction/ Production.
- iii) At least 2 years' professional experience including teaching in a responsible capacity in an organization or institution of repute connected with TV Production/ Training.

**OR**

- i) Master's Degree of a recognized University;
- ii) At least 4 years' professional experience including teaching in an organization or institution of repute connected with TV Production/ Training.

**OR**

- i) Degree of a recognized University or equivalent;
- ii) At least 5 years' professional experience including teaching in a responsible capacity in an institution or organization of repute connected with TV Production/ Training.

**(b) Desirable**

Good knowledge of Film & TV medium in India and abroad.

**Post at Sr.No.10 : MAINTENANCE ENGINEER**

**Qualifications and Experience:**

**(a) Essential**

- i) Degree in Engineering of a recognized University in Telecommunications / Electronics or equivalent.

**OR**

- ii) M.Sc. with Physics with Electronics or Wireless as a special subject or equivalent.
  - ii) At least four years' experience of maintenance of Electronics equipment in radio or television Broadcasting set up.
- Candidates are required to produce evidence of professional work done.

**(b) Desirable :**

- i) Teaching experience
- ii) Certificate of completion of course conducted by FTII or equivalent.

**GROUP 'B'**

**Post at Sr.No.1 : RESEARCH ASSISTANT (FILMS)**

**Qualifications and Experience**

**Essential**

- i) Master's Degree of a recognized University in Journalism, Communications, Social Sciences or Economics;
- ii) At least 2 years' experience in data collection/reference/documentation in an organization connected with Social Sciences in an institution or a large newspaper preferably connected with films.

**Desirable**

- i) Good knowledge of Indian and International Cinema;
- ii) Knowledge of Library Science;
- iii) **Good knowledge of one or more foreign language (other than English)**

**Group 'C'**

**Post at Sr.No. 01 : FLOOR ASSISTANT**

**Qualifications and Experience**

**(a) Essential**

- i) Matriculation or Equivalent from a recognized University or Board.
- (ii) At least two years experience of assisting on floor work connected with erection of sets, arrangements of lights for film/TV/Theater programme

**(b) Desirable**

- i) Knowledge of Carpentry.

**Post at Sr.No. 02 : MULTI TASKING STAFF (CHOWKIDAR)**

**Qualifications and Experience**

**(a) Essential**

- i) Matriculation or equivalent pass from a recognized University or Board.



**NOTE : For All above Group `B' & `C' posts following would be method of recruitment**

**[A] Mode of Recruitment** : Written Test (Multiple Choice Question – MCQ)

**[B] Total Marks** = 100

**[C] Division of Marks –** (i) General Studies = 60 marks and  
(ii) Specific Area = 40 marks

Further General Studies is sub-divided into 4 Sections [(a) to (d)] of 15 marks each and detailed syllabus for the same is as stated below :-

**(i) GENERAL STUDIES**

**(a) General Knowledge:** Questions in this component will be aimed at testing the candidates' general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining History, Culture, Geography, Economic Scene, General Policy & Scientific Research, Film & TV Industry in India etc.

**(b) General English:** Questions in this component will be designed to test the candidate's understanding & knowledge of English language and will be based on spot the error, fill in the blanks, synonyms, antonyms, spelling/ detecting mis-spelt words, one word substitution, active/ passive voice of verbs, tenses, conversion into direct/ indirect narration, comprehension passage.

**(c) General Intelligence and Reasoning:** This component may include questions on analogies, similarities & differences, space visualization, problem solving, analysis, judgement, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, number/ figural series, numerical operations, coding and decoding etc.

**(d) Computers:** Questions in this component will be designed to test the candidate's understanding & knowledge of computers system, various input & output devices, knowledge of MS Office/ Libre Office, Internet & its application, email, face-book, tweeter, search engine etc. The test will also include questions related to basic hardware knowledge of computer other related peripherals,

(ii) **SPECIFIC AREA** : Post-wise detailed syllabus for **Area Specific** is as stated below :-

**1. Research Assistant (Films)** : Questions will be designed to test candidates understanding & knowledge of Methods of Research, Sources of reliable information, Methods of data collection, Referencing work, Concepts in Mass Media, Definitions of terms in Mass Media, History of cinema – Indian & International in terms of landmark films, filmmakers, other personalities in the field, writing on cinema. Questions will also be asked on the important film bodies, Film Festivals, National Awards and other developments in the field. Further, questions related to the Library science & basic knowledge about library resources, library database, cataloguing systems used in the library, circulation system and reference service of the library. Also, about Authors, Filmmakers, Artists, Eminent Persons, Books, works of art, architecture, cinema, theatre from English and non-English speaking countries and cultures such as Spanish, French, German, Russian, Chinese, Japanese, Persian, Arabic etc.

**2. Floor Assistant** : This component may include questions on different types of Lights used like Halogen, HMI, LED, Joker etc and their wattages. Also, basic questions related to (1) colour temperatures of various types of lights, (2) colour temperature conversion filters, (3) different types of sets and (4) electrical system, used in Film & Television shootings inside studios as well as on locations. Basic questions on different technical terms like focus, defocus, soft light, hard light etc along with necessity of different materials used for shooting like Skimmer, Cutter, Reflector, Barn-door, Full Net, Half – Net, different colour Geletine Papers, Director's View Finder, Boom – rod etc. Simple questions on different types of camcorders, tape formats, filters, cables & connectors used in shooting. Basic questions on different types of equipments used in a TV studio like Vision Mixer (VM), Camera Control Unit (CCU), Audio Console, Lighting Console/ Dimmer panel, Tele-prompter, Monitors, Head Phone, mics used in a TV studio.

**3. Multi Tasking Staff (Chowkidar)** : This component may include questions on basic knowledge of physical security, personnel security, household security, security of the assets, security of buildings, educational institute, types of threats and measures to mitigate the threat. Basic questions on Fire & Fire Fighting, crowd control, operational health & safety, identification of improvised explosive devices, identification of different types of arms in use in public & police, first – aid, crisis response and disaster management. Information related to the knowledge of examination & identification of documents including identity cards, passport, smart cards and Govt. photo identification cards along with arms license and travel document. Simple questions related to handling and operation of non-prohibited weapons. Simple & basic questions related to First Information Report, Indian Penal Code, Arms Act, Explosive Act and right to private defence, badges of ranks in police & military forces. Questions related to usages of security equipments and devices like security alarms, screening equipments, HHMD etc. Also, related questions on handling unidentified objects, conducting anti-sabotage checks and handling various security related equipments.

• **RESERVATION**

- a) SC/ST/OBC candidates who applied against reservation category are required to submit a valid certificate regarding their caste status.
- b) OBC candidates are required to submit a valid certificate regarding his/her having Non-Creamy Layer status issued by the Competent Authority. Reservation will be applicable to such OBC candidates who do not fall under the Creamy Layer status.
- c) Candidates selected under PwD / Ex-Serviceman quota will be adjusted against the respective category i.e. SC/ST/OBC/UR.
- (d) Candidates claiming SC/ST, OBC–NCL and Persons with Disabilities (PwD) reservation(s) as the case may be must submit respective certificate(s) in the prescribed format failing which said claim would not be considered.
- (e) Competent Authority to issue a disability certificate shall be ‘a medical board duly constituted by Central or State Government consisting of at-least three members out of which at least one shall be a specialist in the particular field for assessing locomotor/ cerebral/ visual/ hearing disability, as the case may be’. The said certificate must be as per the prescribed form.
- (f) A declaration in the prescribed format by candidate seeking reservation as OBC, that he/ she does not belong to the creamy layer on the closing date, in addition to the community certificate (OBC) is also required.
- (g) Physically Handicapped (PH) persons or Persons with disabilities (PwD), as indicated against various item(s) in the VACANCY DETAILS, can apply to the respective posts even if the post is not reserved for them but has been identified as suitable. However, such candidates will be considered for selection to such post by general standard of merit.
- (h) Persons suffering from not less than 40% of relevant disability shall alone be eligible for the benefit of reservation and other relaxations as permissible under the rules. Thus Physically Handicapped (PH) persons can avail benefit of Reservation.

• **RELAXATION & CONCESSION**

**The upper age limit -**

- (a) is relaxable in the case of SC/ST/OBC candidates, Disabled Persons and Ex-servicemen as per rules;
- (b) is relaxable to employees of Central Government / Autonomous Bodies / Undertakings or Societies of Central Government and employees of the FTII as per rules;
- (c) is relaxable by five years to the candidates who originally been domiciled in the State of Jammu & Kashmir during the period 01.01.1980 to 31.12.1989.’
- (d) Upper age limit relaxation is upto age of 35 years (upto 40 years for members of SC & ST and upto 38 years for OBC-NCL candidates) for widows, divorced women and women judicially separated from their husbands and who are not remarried.

• **APPLICATION FEE**

- (a) Each application should be accompanied by a crossed Demand Draft of Rs.200/- (Rs.100/- for SC/ ST/ Physically Handicapped/ Ex – Servicemen/ women category only) drawn on any Nationalized Bank in favour of Accounts Officer, Film and Television Institute of India, Pune, payable at PUNE.
- (b) Remittance in cash, postal orders or cheques will not be accepted.
- (c) Candidates who wish to apply for more than one post should apply separately for each post and pay the fee for each post in the prescribed manner.
- (d) Applications without prescribed fee would not be considered & summarily rejected. No representation against such rejection would be entertained.
- (e) Fee once paid shall not be refunded under any circumstances.

• **HOW TO APPLY**

- (a) Candidates should submit the applications in the format as per notification.
- (b) The application should be on good quality A-4 size bond paper (80 GSM) using one side only.
- (c) Candidates can download the application format from the website of FTII [www.ftiindia.com](http://www.ftiindia.com). Candidates using printed application form from any other source should ensure that it confirms to the prescribed format.
- (d) Candidates should fill up the application form in his/ her own handwriting either in Hindi or in English with blue or black ball point pen only.
- (e) The application should be sent by **ORDINARY POST** only so as to reach this office on or before the closing date and time. Filled in applications can also be dropped on working days between 10.00 a.m. to 5.30 p.m. in the boxes kept for the purpose at the Reception Counter / Security Office at FTII Main Gate on or before the closing date and time i.e. 5.30 p.m.
- (f) Photograph: One recent (not earlier than three months from the date of application) colour passport size photograph with clear front view of the candidate without cap and sun glasses should be pasted on the application form in the space provided. Candidates may note that FTII may reject their candidature at any stage for pasting no/old/ unclear photograph on the application or for any significant variations between photograph pasted on the application and actual physical appearance of the candidate.
- (g) The candidates should reproduce the declaration as directed in the application form in his/ her own handwriting (Not in CAPITAL letters) otherwise their applications **will be rejected**.
- (h) The candidates should put their **LEFT HAND thumb impression** and signature at the designated box in the application form. The thumb impression and signature must be clear and complete. Applications without left hand thumb impression and signature will be summarily rejected.

• **TRAVELLING ALLOWANCE**

The SC/ST candidates called for interview will be paid single Second Class Railway fare from the normal place of residence to the place of interview i.e. Pune and back on production of proof of their belonging to the Scheduled Castes/Scheduled Tribes and production of photo copies of journey tickets to Pune.

• **NOTE:**

1. The applicants should fill up the application form after ensuring that they fulfill all the essential qualifications/professional experience in the prescribed proforma (Annexure) and send the same together with self-attested copies of supporting documents to the **Administrative Officer, Film and Television Institute of India, Law College Road, Pune – 411004**.
2. The envelope should be superscripted "Application for the post of \_\_\_\_\_".
3. The applications accepted on scrutiny will be shortlisted based on the essential qualifications/ experience required and call letters will be issued to the shortlisted candidates to the address as mentioned in the application form.
4. This office will not be held responsible for any postal delay or wrong delivery.
5. The date for determining the eligibility of all candidates in every respect shall be the closing date i.e. 45 days from the date of publication of advertisement in Employment News for submitting the application.
6. The normal minimum age (in completed years) for recruitment in FTII is of '18 years'.
7. Maximum age limit and educational qualifications for a particular post will be defined as on the last date of receipt of application which is also called as the crucial date.

8. Candidates claiming Other Backward Class Non Creamy Layer (OBC-NCL) reservation must possess valid OBC-NCL certificate inclusive of Non-Creamy Layer status and which should have been issued either after 01.04.2016 or must state that the same is valid as on date failing which the OBC-NCL claim would not be considered. Candidates claiming Other Backward Class Non Creamy Layer (OBC-NCL) reservation must possess valid OBC-NCL certificate inclusive of Non-Creamy Layer status and which should have been issued either after 01.04.2016 or must state that the same is valid as on date failing which the OBC-NCL claim would not be considered. Thus, candidates claiming reservation under OBC NCL needs to attach the same along with application form as per prescribed proforma. Further, original of said attached certificate needs to be produced at the time of document verification. Failing to comply the above conditions, the candidate will lose his/ her claim against OBC-NCL reservation.

9. Those who are employees of Government / Semi Government / Autonomous Bodies (under Central Government) may forward their applications through proper channel. Persons with disabilities may also apply for other posts in accordance with provision of para 25 of DOP&T OM No. 36035/3/2004-Estt.(Res) dated 29.12.2005.

10. All candidates who are declared qualified by the FTII for appearing at the Interview (Gr `A' )/ Written test (Gr `B' & `C' ) will be required to produce the relevant Certificates such as mark sheets, provisional passing certificate as applicable, category certificate (if applicable), PwD certificate (if applicable), experience certificate(s), other trade certificate(s) etc. in original as proof of having acquired the minimum educational qualification and experience (as applicable) at the time of document verification **failing which the candidature of such candidates will be cancelled by the FTII.**

11. Degree obtained through open Universities/ Distance Education Mode needs to be recognized by Distance Education Council, Ministry of Human Resource Development, Government of India. Accordingly, unless such Degrees had been recognized for the period when the candidates acquired the relevant qualification, they will not be accepted for the purpose of Educational Qualification. The onus of getting such recognition certificate lies with the concern candidate and he/ she should submit the same at the time of document verification **failing which the candidature will be cancelled and candidate will have no claim of the same.**

12. For considering any equivalent educational qualifications as claimed by the candidate in lieu of the prescribed educational qualifications, the candidate must attach necessary equivalent certificate from the Competent Authority **failing which such claim would not be considered.**

13. In view of the huge number of applicants, scrutiny of same may not be undertaken at the time of written test (wherever applicable). Therefore, the applications may be provisionally accepted. The candidates are advised to go through the requirements of educational qualification, age etc and satisfy themselves that they are eligible, before applying for any particular post. Candidature will be cancelled if any information or claim is not found substantiated/ not as per requirement when the scrutiny of documents is undertaken at the time of document verification for all the posts or at later stage. FTII 's decision shall be final in this regard.

14. Written Test wherever applicable would be conducted at Pune centre only and no change in examination centre would be permissible under any circumstances.

15. **Resolution of Tie cases** : Ties cases will be resolved by applying one after another, as applicable till the Tie is resolved.

(i) Date of Birth, with older candidate placed higher.

(ii) Alphabetical order in which the first names of the candidates appear.

16. Candidates should note that the Date of Birth as recorded in the Matriculation or an equivalent certificate only will be accepted by the FTII for determining the age and no subsequent request for its change will be considered or granted.



17. Candidature will be cancelled if any information or claim is not found substantiated/ not as per requirement when the scrutiny of documents is undertaken at the time of document verification for all the posts. FTII 's decision shall be final in this regard.

**18. Action against candidates found guilty of misconduct:** Without prejudice to criminal action wherever necessary, candidature will be summarily cancelled at any stage of recruitment in respect of candidates found indulged in any of the following;

(i) In possession of mobile phone & accessories and other electronic gadgets inside the examination hall whether in use or in switch off mode.

(ii) Involved in malpractices.

(iii) Using unfair means in the examination hall.

(iv) Obtaining support for his / her candidature by any means.

(v) Submitting fabricated documents or documents which have been tampered.

(vii) Making statements which are incorrect or false or suppressing material information.

(viii) Resorting to any other irregular or improper means in connection with his/her candidature for the examination.

(ix) Misbehaving in any other manner in the examination hall with the Supervisor, Invigilator or FTII's representatives.

(x) Taking away the answer sheet with him/her from the examination hall, or passing it on to unauthorised persons during the conduct of the examination.

(xi) Causing bodily harm to the staff employed by the FTII for the conduct of examination.

(xii) To be ineligible for the Examination by not fulfilling the eligibility conditions mentioned in the Notice.

(xiii) Candidature can also be cancelled at any stage of the recruitment for any other ground which the FTII considers to be sufficient cause for cancellation of candidature.

19. Candidates are not permitted to use calculators and other electronic gadgets. They should not, therefore, bring the same inside the Examination hall. If any candidate is found to possess mobile phone or any other means of wireless communication/ electronic gadgets, in working or switched off mode, his/her candidature shall be cancelled.

20. Facility of scribe is allowed to the candidate who has disability of 40% or more if so desired by the PwD candidate. For engaging scribe the candidate will have to inform FTII in advance along with the application form (before the crucial date) as per the Annexure. The candidate will have to arrange their own scribe at their own cost during examination. Separate admit cards will be issued to the scribe. The candidate availing facility of scribe will be held responsible for any misconduct on the part of scribe brought by him/ her. Compensatory time of 20 minutes/ hour will be given.

21. PwD candidates (Visually handicapped – VH) who wish to write/indicate the answer with the help of Magnifying Glass will be allowed to use the Magnifying Glass in the Examination Hall. Such candidates will have to bring their own Magnifying Glass

22 Age of retirement at FTII is 60 years.

23 The number of vacancies advertised may vary. They may increase or decrease.

24 Method of Recruitment : Interview – for Group `A' and Written Test for others.

25 Canvassing in any form disqualifies the candidature of the applicant.

26 Faculty recruited in either of the Wing can be deployed in other Wing as well. The decision of FTII authorities would be binding in this regard.

27 All Group `A' posts are suitable for PwD-OH only.

28. [Last date of receipt of applications is 45 days from the date of publication of advertisement in Employment News.](#)

29. Last date for receipt of applications from the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul and Spiti District and Pangri Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands, Lakshadweep is 60 days from the date of publication of advertisement in Employment News.

30. The applications in which there are material irregularities such as unsigned, incomplete, ineligible, without all enclosures, without examination fees as prescribed, not in prescribed format, without self-attested copies of certificates/testimonials and the application which in the opinion of the FTII are otherwise invalid will be rejected without any refund of fees.

31. The decision of FTII in all matters relating to eligibility, acceptance or rejection of the applications & all other matters related with conduct of recruitment process will be final and binding on the candidates & no enquiry or correspondence will be entertained in this connection.

32. Any dispute in regard to any matter referred to herein will be subject to the jurisdiction of Pune Courts alone.

- 33. **Caution notice** – This is to inform to all the candidates that Film and Television Institute of India, Pune has not appointed any agents or coaching centres for action on its behalf. Candidates are warned against any such claims being made by persons/ agencies. Also, candidates must be cautious/ beware of Touts and job racketeers trying to deceive them by false promises of securing jobs in FTII either through influence or by use of unfair or unethical means. Candidates will be selected purely as per merit. Please beware of unscrupulous elements and do not fall in their trap.

**REGISTRAR**

**No. A-12024/2/2016-Est.  
Pune – 411 004**

## FORM OF SCHEDULED CASTE/ TRIBE CERTIFICATE

This is to certify that Shri/Shrimati\*/Kumari\* \_\_\_\_\_ son/daughter\* of \_\_\_\_\_  
village/ town\* \_\_\_\_\_ in \_\_\_\_\_ District/ Division\* of the  
\_\_\_\_\_ State/ Union Territory\* belongs to the Caste/Tribe which is recognized as a  
Scheduled Caste/Scheduled Tribe\* under:

\*The Constitution (Scheduled Castes) Orders, 1950:

\*The Constitution (Scheduled Tribes) Order, 1950;

\*The Constitution (Scheduled Tribes) (Union Territories) Order, 1950;

\*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951:

{as amended by the Scheduled Castes and Scheduled Tribes List (Modification Order, 1956, the Bombay Recognition Act, 1960, the Punjab Recognition Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Recognition) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976}

\*The Constitution (Jammu and Kashmir) Scheduled Order, 1956;

\*The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976;

\*The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962;

\* The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962;

\*The Constitution (Pondicherry) Scheduled Castes Order, 1964;

\* The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967;

\* The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;

\* The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;

\* The Constitution (Nagaland) Scheduled Tribes Order, 1970.

\* The Constitution (Sikkim) Scheduled Tribes Order, 1978.

2. Shri/Shrimati\*/Kumari\* \_\_\_\_\_ and/or\* his/her\* family ordinarily reside(s) in village/ town\*  
of \_\_\_\_\_ Territory\* of \_\_\_\_\_ District/Division\* of the \_\_\_\_\_ State/Union.

Signature

Designation

(with seal of office)

State/Union Territory

Place

Date

\* Please delete the words which are not applicable.

**Note:** The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

**(Above format is as per the brochure published by DoPT on its website, chapter 08)**



**FORM OF CERTIFICATE TO BE PRODUCED BY  
OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT  
TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter of \_\_\_\_\_ of \_\_\_\_\_ village/town in \_\_\_\_\_ District/Division in the \_\_\_\_\_ State/Union Territory belongs to the community \_\_\_\_\_ which is recognised as a backward class under the Government of India, Ministry of Social Justice and Empowerment' s Resolution No. \_\_\_\_\_ dated \_\_\_\_\_ \*. Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinarily reside(s) in the \_\_\_\_\_ District/Division of the \_\_\_\_\_ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93 - Estt.(SCT) Dated 08.9.1993\*\*.

District Magistrate

Deputy Commissioner etc.

Dated:

Seal

\*- The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

\*\* - As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

***(Above format is as per OM No. 36036/2/2013- Estt.(Res.)dated 30.05.14 issued by DoPT )***

**Form of Certificate to be produced by the differently abled persons (PwD) for availing benefit of PwD Reservation for appointment to the post under Govt. of India**

**NAME & ADDRESS OF THE INSTITUTE/ HOSPITAL**

Certificate No. \_\_\_\_\_  
Date: \_\_\_\_\_

Recent photograph  
of the candidate  
showing the disability  
duly attested by the  
Chairperson of the

**DISABILITY CERTIFICATE**

This is certified that Shri/ Smt/ Kum \_\_\_\_\_ son/ wife/ daughter of Shri \_\_\_\_\_ age \_\_\_\_\_ sex \_\_\_\_\_ identification mark(s) \_\_\_\_\_ is suffering from permanent disability of following category:

**A. Locomotor or cerebral palsy:**

- (i) BL-Both legs affected but not arms,
- (ii) BA-Both arms affected (a) Impaired reach (b) Weakness of grip
- (iii) BLA-Both legs and both arms affected
- (iv) OL-One leg affected (right or left) (a) Impaired reach (b) Weakness of grip (c)Ataxic
- (v) OA-One arm affected (a) Impaired reach (b) Weakness of grip (c)Ataxic
- (vi) BFI-Stiff back and hips (Cannot sit or stoop)
- (vii) MW-Muscular weakness and limited physical endurance.

**B. Blindness or Low Vision:**

- (i) B-Blind
- (ii) PB-Partially Blind

**C. Hearing impairment:**

- (i) D-Deaf
- (ii) PD-Partially Deaf

(Delete the category whichever is not applicable)

2. This condition is progressive/ non-progressive/ likely to improve/ not likely to improve. Re - assessment of this case is not recommended/ is recommended after a period of years months. •

3. Percentage of disability in his/her case is percent.

4. Sh./Smt./Kum meets the following physical requirements for discharge of his/her duties:-

- (i) F-can perform work by manipulating with fingers. Yes/No
- (ii) PP-can perform work by pulling and pushing. Yes/No
- (iii) L-can perform work by lifting. Yes/No
- (iv) KC-can perform work by kneeling and crouching. Yes/No
- (v) B-can perform Work by bending. Yes/No
- (vi) S-can perform work by sitting. Yes/No
- (vii) ST-can perform work by standing. Yes/No
- (viii) W-can perform work by walking. Yes/No
- (ix) SE-can perform work by seeing. Yes/No
- (x) H-can perform work by hearing/speaking. Yes/No
- (xi) RW-can perform work by reading and writing. Yes/No

(Dr. \_\_\_\_\_ )  
Member  
Medical Board

(Dr. \_\_\_\_\_ )  
Member  
Medical Board

(Dr. \_\_\_\_\_ )  
Chairperson  
Medical Board  
Countersigned by the  
Medical Superintendent/ CMO/  
Head of Hospital (with seal).

\*Strike out which is not applicable.

*(Above format is as per OM No. 36012/24/2009-Estt. (Res) dated 03.12.2013 issued by DoPT )*

**Particulars of Scribe proposed to be engaged by the Differently abled person (PwD) candidate  
(To be submitted in duplicate)**

*Latest colour  
photograph of  
the scribe duly  
signed*

1. Name of the Differently abled person (PwD) : \_\_\_\_\_
2. Date of birth of Differently abled person (PwD): \_\_\_\_\_
3. Name of the scribe : \_\_\_\_\_
4. Father's Name of the Scribe : \_\_\_\_\_
5. Address of the scribe :  
(a) Permanent address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(b) Postal address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Educational Qualification of the Scribe : \_\_\_\_\_
7. Relationship, if any of the scribe with candidate: \_\_\_\_\_

**DECLARATION**

We hereby declare that the particulars furnished above are true and correct to the best of our knowledge and belief. We have read/ been read out the instructions of Film and Television Institute of India (FTII), Pune regarding this recruitment and of this examination. We hereby undertake to abide by all the instructions of Govt. of India and FTII.

(Signature of the candidate)

(Signature of the Scribe)

Date: \_\_\_\_\_

**FILM AND TELEVISION INSTITUTE OF INDIA,**

**LAW COLLEGE ROAD, PUNE – 411 004**

**FORMAT FOR APPLICATION**

(Please read notification carefully and accordingly fill the application accordingly. Any deviation from the same will disqualify the candidate)

**APPLICATION FOR THE POST OF \_\_\_\_\_**

To

THE ADMINISTRATIVE OFFICER,  
FILM AND TELEVISION INSTITUTE OF INDIA,  
LAW COLLEGE ROAD,  
PUNE - 411 004.

Date of Publication of advt. : \_\_\_\_ / \_\_\_\_ /2016

Applied under Category  
(please type YES against  
applicable category)

UR	<input type="checkbox"/>
SC	<input type="checkbox"/>
ST	<input type="checkbox"/>
OBC	<input type="checkbox"/>
PH	<input type="checkbox"/>
EX-S	<input type="checkbox"/>

*Paste Self attested  
recent  
coloured Photograph  
(4.5 x 3.5 cm)*

1.	Name in Full (in Block letters)	First Name	<input type="text"/>																												
		Middle Name	<input type="text"/>																												
		Surname	<input type="text"/>																												
2.	Father's/ Husband's Name (in Block letters)	<input type="text"/>																													
3.	Postal Address with Pin Code (Same on attached envelope)	<input type="text"/>																													
		Pin	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Tel./Mobile No.:		<input type="text"/>																													
E-mail id :		<input type="text"/>																													
4.	(a) Date of Birth (As per School Certificate)	DD	<input type="text"/>	<input type="text"/>	MM	<input type="text"/>	<input type="text"/>	YYYY	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	(b) Age as on last date of receipt of application	Years		<input type="text"/>	<input type="text"/>	Months		<input type="text"/>	<input type="text"/>	Days		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	Whether Ex-Serviceman (if yes, please specify service rendered)	Type YES/ NO in Box	<input type="text"/>																												
		Years	<input type="text"/>	<input type="text"/>	Months	<input type="text"/>	<input type="text"/>	Days	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6.	Whether Physically Handicapped	Type YES/ NO in Box	<input type="text"/>																												
		If yes, type OH/ HH/ VH in Box	<input type="text"/>																												
Percentage of disability		<input type="text"/> %																													
7.	Whether belongs to SC/ST/ OBC (Non-Creamy Layer)	Type YES/ NO in Box	<input type="text"/>																												
	If yes, please mention the caste/ community.	<input type="text"/>																													
	Religion	<input type="text"/>																													
	State of origin	<input type="text"/>																													

8.	Are you a citizen of India by birth and/or by domicile	Type YES/ NO in Box <input style="width:50px; height:20px;" type="text"/>	If yes, type By Birth / By Domicile <input style="width:50px; height:20px;" type="text"/>				
9.	Marital Status	Type Married / Unmarried in Box <input style="width:150px; height:20px;" type="text"/>					
10.	Gender	Type Male / Female in Box <input style="width:150px; height:20px;" type="text"/>					
11.	Educational Qualification and Technical Qualifications : (Self attested copies of all certificates of educational qualifications should be attached with the application)						
Sr. No	Name of the Institute/ College attended with Name of University/ Board	Period of study From      To	Exam. passed	Subjects Taken	Class or Division and Percentage of Marks		
12.	Language known (underline the language which is your mother tongue)	Read only <input style="width:50px; height:20px;" type="text"/>	Write only <input style="width:50px; height:20px;" type="text"/>	Read and Write <input style="width:50px; height:20px;" type="text"/>			
13.	Experience (Give in chronological order details of your employment) :						
Full address of the office, Firm or Institution	Post Held	From	To	Scale of Pay	Basic Pay Last Drawn	Whether held permanent / temporarily	Reasons for leaving the post
1	2	3	4	5	6	7	8
14	Experience in any aspects of Film and TV production & craft						

15	Particulars of copies of self attested documents attached	(a) Age Proof. (b) Educational Qualification / experience proof. (c) ST and or Physically Handicapped Certificate, as applicable. (d) Other additional documents as per requirement of the post, if any. (e) (f) (g) (h)		
16	Application Fee Details :			
	Amount of DD	Number & Date of DD	Name of the Issuing Bank	
17.	<b>Declaration by the candidate</b> <i>(Please reproduce the paragraph in your own handwriting not in CAPITAL letters)</i> I hereby declare that all the particulars given in this application are true and correct to the best of my knowledge and belief. In the event of any information being found false, my candidature/ appointment is liable to be cancelled/ terminated.			
	_____ _____ _____ _____ _____ _____			

LEFT HAND Thumb Impression  
**(Must be clear & not smudged)**

**(Signature of the candidate)**

Date :        /        /2016

Place: \_\_\_\_\_