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Delhi Jal Board
Govt. of N.C.T. of Delhi
Office of the Asst. Commissioner (D)
Varunalya Phase-II
Karol Bagh, New Delhi-05

NO.F.DJB/AC(D)/Media Advisors/2018/ 1200

DATED: 05-09-18

Subject : **Engagement of Media Advisors in Delhi Jal Board.**

Please find enclosed herewith a copy of notification for uploading on DJB website immediately.

Encl : As above

Savita
6/9/2018

(SAVITA)
ADMINISTRATIVE OFFICER (D)

EE(EDP)

prog. I

10/09/18
06.09.18



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Govt. of N.C.T. of Delhi
Office of the Asst. Commissioner (D)
Varunalya Phase-II
Karol Bagh, New Delhi-05

NO.F.DJB/AC(D)/Media Advisors/2018/ 1200

DATED: 05-09-18

Subject : Engagement of Chief Media Advisor, Media Advisor (Print), Media Advisor (Electronic), Media Advisor (Social Media), Still Cameramen, Videographer and Video Editor on contractual basis in Public Relations Department of DJB for one year.

Applications are invited from the eligible candidates for engagement as Chief Media Advisor, Media Advisor (Print), Media Advisor (Electronic), Media Advisor (Social Media), Still Cameramen, Videographer and Video Editor on contractual basis purely. The detail of the number of posts, required experience, qualification and remuneration has been fixed as under:-

S. No.	Name of Post	No. of Post	Qualification	Remuneration
1.	Chief Media Advisor	01	<ul style="list-style-type: none">Graduate with full time PG degree or Post Graduate Diploma in Mass Communications / Public Relations / Journalism from recognized Institute / University with minimum 60 % marks or equivalent.10 years of experience in public relation, journalism/ media handling preferably in a Govt. Deptt. / PSU/Undertaking /Board / Reputed media units.Command over Hindi and English Languages (Verbal along with written).	1.5 Lacs (per month) approx
2.	Media Advisor (Electronic)	01	<ul style="list-style-type: none">Graduate with full time PG degree or Post Graduate Diploma in Mass Communications /Radio and Television from recognized Institute / University with minimum 60 % marks or equivalent.Minimum of 5 years of Experience in handling media/electronic media/stakeholders preferably in a Govt. Deptt. / Undertaking/ PSUs/ /Board / Reputed media units.Command over Hindi and English languages.	75,000 (per month) approx
3.	Media Advisor (Print)	01	<ul style="list-style-type: none">Graduate with full time PG degree or Post Graduate Diploma in Mass Communications / Public Relations / Journalism from recognized Institute / University with minimum 60 % marks or equivalent.Minimum of 5 years of experience in handling print media/stakeholders preferably in a Govt. Deptt. / Undertaking/ PSUs/ /Board / Reputed media units.Command over Hindi and English Languages (Verbal along with written).	75,000 (per month) approx
4.	Media Advisor (Social Media)	01	<ul style="list-style-type: none">Graduate with full time PG degree or Post Graduate Diploma in Mass Communications / Public Relations / Journalism with digital media/ digital PR and corporate communications as one of the subjects from recognized Institute / University with minimum 60% marks or equivalent.	75,000 (Per Month) approx

			<ul style="list-style-type: none"> • Minimum of 5 years of experience in handling digital media/stakeholders preferably in a Govt. Deptt. / PSUs/Undertaking /Board / Reputed media units. • Knowledge of SEO, SEM, Online reputation management etc. are required. 	
5.	Still Cameraman	01	<ul style="list-style-type: none"> • Graduate degree in any discipline with full time Post Graduate degree or Diploma from a recognized institute where the course of studies includes the critical aspect of still photography, cinematography and film production or performing arts etc. • Minimum of 5 years of experience in handling camera (photography/ digital photography/ cinematography) for preferably a Govt. Deptt. / Undertakings /Boards / Reputed media houses (print/electronic)/ Agencies etc. 	50,000 (per month) approx
6.	Videographer & Video Editor	01 01	<ul style="list-style-type: none"> • Graduate with full time PG degree or Post Graduate Diploma in Mass Communications /Radio and Television from recognized Institute / University with minimum 60 % marks or equivalent • Minimum of 5 years of experience in various aspects of video making, production, including editing, camera work, and non-linear editing in either Premiere or Final Cut for preferably a Govt. Deptt. / Undertakings /Boards / Reputed media houses (print/electronic)/ Agencies etc. • Ability to duplicate, store, archive and catalogue video projects for easy finding and future use is required 	50,000 (per month to each) approx

The applications must reach the office of the undersigned in the application format attached with this circular. Applications must reach this office on or before 28-09-2018 with enclosures of qualifications and experience. The applications received after due date and incomplete not attached with the required documents will be solely rejected. If any candidate wishes to apply for more than one post, he should use separate application proformas for each post.


 (SANDEEP GULATI)
 ASSTT. COMMISSIONER (D)

EE(EDP) FOR UPLOADING ON THE DJB WEBSITE IMMEDIATELY.

**FORMA FOR APPLICATION FOR THE POST OF
DELHI JAL BOARD.**

IN

PERSONAL DATA (TO BE FILLED BY CANDIDATE)

(The application must be neatly typed and legible. The applications illegible or with incomplete information will not be entertained)

PASTE RECENT
PASSPORT
SIZE
PHOTOGRAPH

1.	FULL NAME (in capital letters)				
2.	Gender				
3.	Date of Birth				
4.	Present Address				
5.	Category (SC/ST/OBC/Gen)				
6.	Phone No.				
7.	E-mail address				
8.	Educational & Technical qualifications				
	Qualification(s)	subject	year	Division & percentage	Institution/University/ place/ country
(i)					
(ii)					
(iii)					
(iv)					
9.	Experience details (Complete Service profile)				
	Type of posting	Pay	Designation	Department	Tenure period
(i)					
(ii)					
(iii)					

It is to certify that I have gone through all the details mentioned in notification for the above post and I abide by all the terms and conditions of Delhi Jal Board.
The above information furnished by me is correct.

Signature: _____