

F. No. M-16011/1/2023-IP&MC
Government of India
Ministry of Information & Broadcasting
Shastri Bhawan, New Delhi

Vacancy Circular

Dated: 02.06.2023

Subject: Application for the post of Director General in the Indian Institute of Mass Communication-reg.

The Ministry of Information & Broadcasting invites applications from eligible candidates for filling up the post of Director General in the Indian Institute of Mass Communication (IIMC), an Autonomous Institute under the Ministry of Information & Broadcasting, registered under the Societies Registration Act, 1860.

2. Tenure of the post: 3 years. Extendable for another term of 3 years only (Not more than two terms in all) limited to 60 years of age, whichever is earlier.

3. Scale of Pay: Pay Matrix Level 15 (Rs. 1,82,200- 2,24,100) (As per 7th CPC).

The Director General will be provided a residence within the campus as per rules of the Institute.

4. Duties and Responsibilities: Director General, IIMC is the academic, professional and administrative Head of the Institute. He/She co-ordinates and exercises the general supervision over all research, training, refresher courses, seminars and other activities carried or held under or by the Society. Like other members of the faculty, he/she undertakes teaching for training courses and guides research work in the institute. The Director General, also functions as the Member Secretary of the IIMC Society and its Executive Council. He/She further exercises all such powers as may be delegated to him/her by the Executive Council.

5. Educational & Other Qualifications Required:

ESSENTIAL:

- i. A good Masters' Degree
- ii. Experience: Minimum 25 years' experience in the field of journalism/films/media with administrative experience of holding senior positions in Academic/ Professional Institution/University Department/Organization of National repute.

OR

Officers not below the rank of Additional Secretary in the Government of India or equivalent thereto with experience of managing or making personal contribution in one of the following areas:

- Writing Stories/Lyrics/Screen play
- Editing of Film/TV Programmes
- Production of Film/TV Programmes

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DESIRABLE:

- i. Post-graduation or Doctoral degree in the field of films/Journalism/Mass Communication.
 - ii. Weightage will be given for the awards at National and International levels for contributions in the areas mentioned above.
 - iii. Participation in International Conferences.
6. Procedure for Selection: Through Search-cum-Selection Committee.
7. Application form can be downloaded from the website of Ministry of Information & Broadcasting i.e. www.mib.gov.in.
8. Reimbursement of Travel Expenses: Outstation candidates called for interview/interaction will be paid both way air fare (Economy Class).
9. How to Apply: The eligible candidates can send the duly filled application form along with supporting documents (i.e. copy of Educational Qualification, Experience, Vigilance Clearance) to Sh. Amarendra Singh, Deputy Secretary (IP&MC Section), Ministry of Information & Broadcasting, Room No.760, 7th Floor, Shastri Bhawan, New Delhi-110001.
10. Candidates presently serving in Government/semi-government/autonomous institution/organization may send their application through proper channel alongwith Cadre Clearance and Vigilance Clearance.
11. Last date for submission of application: The last date of receipt of completed application is 5th July, 2023. The Ministry is not responsible for postal lapses or delay.
12. The Ministry reserves the right not to fill up the vacancy advertised if the circumstances so warrant.
13. Incomplete applications and applications received after the last date will not be entertained.
14. For any clarifications, Sh. Amarendra Singh, Deputy Secretary, Ministry of Information & Broadcasting may be contacted (Tel: 011-23381592, Email: amarendra.singh@nic.in).

APPLICATION FOR THE POST OF DIRECTOR GENERAL IN THE INDIAN
INSTITUTE OF MASS COMMUNICATION

भारतीय जन संचार संस्थान में महानिदेशक के पद के लिए आवेदन पत्र

विज्ञापन संख्या : M-16011/1/2023-IP&MC	
दिनांक:	पासपोर्ट साइज फोटो
Advertisement No:	passport size photo
Date :	

I. व्यक्तिगत सूचना /Personal Data:

पूरा नाम (साफ अक्षरों में) Name in full (IN CAPITAL LETTERS)	
पिता /पति का नाम Father's/Husband's Name	
जन्म तिथि Date of Birth (DD-MM-YYYY)	
पत्राचार का पता Address for correspondence	
सम्पर्क सूचना Contact Information: फोन नं. Phone No. ई-मेल E-mail	
राष्ट्रीयता Nationality	
क्या आप अनुसूचित जाति/ अनुसूचित जनजाति/ अन्य पिछड़ा वर्ग से संबंधित हैं? Do you belong to SC/ST/OBC?	

IV. वर्तमान रोजगार/Present Employment

पद Designation	संगठन Organization	कार्य की प्रकृति Nature of Work	वेतन /परिलाब्धियां Pay/Emoluments

V. उम्मीदवार से जुड़ी कोई अन्य प्रासंगिक जानकारी जैसे महत्वपूर्ण उपलब्धियां, पुरस्कार आदि।

Any other information relevant to the candidate e.g. significant achievements, awards, etc.

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VI. संदर्भ/Reference

1.	नाम/Name: पदनाम/व्यवसाय Designation/Occupation: पता/Address: टेलीफोन नं./Tele No: ई-मेल/E-mail	
	नाम/Name: पदनाम/व्यवसाय Designation/Occupation: पता/Address: टेलीफोन नं./Tele No: ई-मेल/E-mail	

मैं इस बात की घोषणा करता/ करती हूँ कि आवेदन पत्र में दी गई जानकारी मेरे ज्ञान और विश्वास के अनुसार सत्य और सही है।

I hereby declare that the information given in the application form is true and correct to the best of my knowledge and belief.

आवेदक के हस्ताक्षर
(Signature of applicant)

स्थान Place:

दिनांक Date:

संलग्नक (शैक्षणिक/व्यावसायिक योग्यता और कार्य अनुभव से संबंधित):

Enclosure (Relating to Educational/Professional Qualifications and Work Experience):

- 1.
- 2.
- 3.
- 4.
- 5.
