

BIJU PATTNAIK FILM & TELEVISION INSTITUTE OF ODISHA

(AN AUTONOMOUS INSTITUTION UNDER GOVERNMENT OF ODISHA IN SKILL DEVELOPMENT & TECHNICAL EDUCATION
DEPARTMENT REGISTERED UNDER SOCIETY REGISTRATION ACT, 1860)

BOSE CAMPUS, SCB MEDICAL COLLEGE, CUTTACK, ODISHA-753007

APPLICATION FOR THE POST OF DIRECTOR

Biju Pattanaik Film and Television Institute of Odisha (BPFTIO), Cuttack, a premier autonomous Institution under the Government of Odisha in Skill Development & Technical Education Department registered under Society Registration Act, 1860 is offering 3 years Diploma Course in various disciplines like Cinematography, Sound & TV Engineering and Film & Video Editing.

BPFTIO, Cuttack is in search of a suitable Indian National for appointment to the post of **Director** on tenure basis for a period of 3 (three) years which can be extended upto 5 (five) years on yearly basis on satisfactory performance and invites application for the same.

2. **DUTIES AND RESPONSIBILITIES:** The Director, BPFTIO is the Head of the Institution. As a Head of Institution, he/she shall be responsible for proper administration as well as financial transactions of the Institution and for imparting educational and training instructions. He is also the Member Convenor of the Governing Body of the BPFTIO. The Director shall exercise all such powers as delegated to him/her by the Governing Body. Apart from the above, he/she shall perform such other duties as and when assigned by the Government from time to time.
3. **SCALE OF PAY:** Level-13 (Rs.67,700/-) of Odisha Revised Scale of Pay Rules, 2017 and Dearness & other allowances as admissible & sanctioned by the Government from time to time.
4. **AGE:** Not less than 50 years & upper age limit is 62 years as on the date of closing of application. Date of Birth entered in the High School Certificate or equivalent certificate issued by the concerned Board/Council will only be accepted.
5. **EDUCATIONAL QUALIFICATION:** Post Graduate Degree or equivalent in any discipline.
6. **PROFESSIONAL QUALIFICATION:** Degree or Post Graduate Diploma in any Media Related subjects.
7. **EXPERIENCE:** 15 Years of Administrative including Professional and teaching experience in the Film/Media World.
8. **PREFERENCE:** Preference will be given to a candidate with an award of national importance in related fields.
9. **METHOD OF SELECTION:** The selection of candidates for recruitment to the said post will be made on the basis of interview.
10. **GENERAL TERMS AND CONDITIONS:**

(i) Interested candidates may apply to the post in the prescribed form through proper channel.

(ii) Candidates may also send an advance copy of the application form duly filled in along with self attested photocopies of testimonials in support of their educational qualifications and experience etc. to **the Director, Biju Pattanaik Film and Television Institute of Odisha (BPFTIO), At- BOSE Campus, P.O-SCB Medical College, Dist-Cuttack, Odisha-753007** within 30 days from the date of publication of this advertisement. The envelope should be superscribed as **“APPLICATION FOR THE POST OF DIRECTOR”**. However, such an application shall be entertained only when application through proper channel is also received subsequently.

(iii) Original Educational qualification, experience and Caste Certificate, etc. should be produced only at the time of interview.

(iv) Government servants, whether temporary or permanent are eligible to apply for the said post provided they possess the requisite qualification & experience and are within the prescribed age limit. It shall be necessary to furnish original **“No Objection Certificate”** from the Parent Department/Present employer at the time interview.

(v) The prescribed qualifications are the minimum and mere possession and fulfillment of such qualifications for the post does not entitle the candidates to be called for interview.

(vi) Only those candidates, who fulfill the requisite qualification and experience & are within the prescribed age limit etc. by the closing date of submission of application, will be shortlisted for Interview. The candidate shortlisted for interview will be informed by e-mail and/or by post. The institution will not be responsible for any postal delay.

(vii) A candidate, who has more than one spouse living, will not be eligible for appointment.

(viii) This advertisement should not be construed as binding on the Government to make appointment.

(ix) The decision of the Government in respect of selection shall be final and no correspondence in this regard will be entertained.

(x) The Government reserves the right to cancel the recruitment process at any stage without assigning any reason thereto.

(xi) Applications and details may also be downloaded from the website:**www.bpftio.org**.

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APPLICATION FOR THE POST OF DIRECTOR

General Information

Name of the Candidate: (in Block Letter)		Passport size Photo
Date of Birth:		
Age as on closing date of application		
Father's Name:		
Marital Status:		
Gender:		
Nationality:		
Domicile State:		
Category:		

Email:		
Mobile:		
Correspondence Address:		
Permanent Address:		

Educational Qualification

Sl. No.	Examination/De gree	Name of Board /College/Council /University	Year of passin g	Total Mark s	Marks obtaine d	CGPA/ % Marks	Division/Cla ss	Subject(s)/Specializati on

Professional Experience

Sl. No.	Name of the organization/Employer	Post held/ Designation	Nature of appointment	Pay Scale	From	To	Nature of duties

Details of award of National importance

Sl. No.	Name of the Award	Name of the organization	Year

DECLARATION

I do hereby declare that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted at any time. If, I am found to have concealed/distorted any material information; my appointment shall be liable to be summarily terminated without notice/compensation.

Place:

Signature of the Candidate

Date: