

## **Directorate of Film Festivals**

(Ministry of Information and Broadcasting)

Sub: Hiring of professional for 47<sup>th</sup> IFFI/BRICS Film Festival 2016 on contract basis.

Directorate of Film Festivals, Ministry of Information & Broadcasting, Govt. of India, invites applications from individuals to function on short term contract basis in the areas of film festival Programmes and overall assistance in connection with organization of International Film Festival of India (IFFI) which is scheduled between 20-28 November 2016 at Goa and Other activities of DFF. The period of agreement will be depending upon the requirement.

### **Essential Requirements**

#### **Film Programmer**

1. Post Graduate degree in Journalism/ Media & Entertainment/ Mass Communication/ Film Study from a recognized institute/ university.
2. Good command in spoken and written English. .
3. Computer skills in new interactive media & knowledge of MS office (word, power point & excel etc.).
4. Strong communication skills (spoken & written).
5. 3 years work experience related to Film Festival/ Film Programming
6. Thorough knowledge of cinema
7. Pleasing personality and team player.

#### **Asst .Film Programmers**

1. Graduate/Post Graduate degree in Journalism/ Media & Entertainment/ Mass Communication/ Film Study from a recognized institute/ university with minimum 02 to 03 years experience.
2. Good command in spoken and written English. .
3. Computer skills in new interactive media & knowledge of MS office (word, power point & excel etc.).
4. Strong communication skills (spoken & written).
5. 1-2 years work experience related to Film Festival/Film Programming
6. Thorough knowledge of cinema
7. Pleasing personality and team player

#### **Festival Coordinator**

1. Graduate/Post Graduate degree in Journalism/ Media & Entertainment/ Mass Communication/ Film Study from a recognized institute/ university.
2. Good command in spoken and written English. .
3. Computer skills in new interactive media & knowledge of MS office (word, power point & excel etc.).
4. Strong communication skills (spoken & written).
5. 1 years work experience related to Film Festival/Film Programming
6. Thorough knowledge of cinema
7. Pleasing personality and team player

## **Film Scheduler**

1. Graduate degree from a recognized institute/ university.
2. Good command in spoken and written English. .
3. Strong communication skills (spoken & written).
4. 3to 4 years work experience related to Film Festivals
5. Pleasing personality and team player.

## **Delegate Registration**

1. Graduate from a recognized institute/ university with good command on computer programming
2. Strong communication skills (spoken & written).
3. 1 year work experience related to maintenance of website
4. Pleasing personality and team player

## **Print Co-ordinator**

1. Post Graduate/ Graduate from a recognized institute/ university.
2. Computer skills in new interactive media, & knowledge of MS office, MS Excel
3. Strong communication skills (spoken & written)
4. 4 to 5 years work experience related to Film Festival/ Couriers Services Film Programming, Print Coordination and Custom Clearance
5. Thorough knowledge of cinema
6. Pleasing personality and team player

## **Film Print Collector and Dispatcher**

1. Graduate/ Higher Secondary/High School
2. Good command in spoken and written English
3. Computer skills
4. Strong communication skills (spoken & written)
5. 2 to 3 years work experience related to Film Festival/ Couriers Services Film Programming, Print Coordination and Custom Clearance
6. Thorough knowledge of cinema
7. Pleasing personality and team player

## **Note :**

1. All the selected candidate should be based in Delhi on their own cost .
2. Willing to Travel to Goa for the work of 47 IFFI 2016 wherein the transportation and accommodation shall be provided by DFF.
3. Contract will be for a period depending upon the requirement purely on temporary contract and shall not have any lien on the said post.
4. Remuneration will be based on experience.
5. Candidates willing to join immediately on selection shall be preferred.
6. Competent authority reserves the right to terminate the contract at any point of time.
7. Interested candidates may send their CVs to [dff.iffi2015@gmail.com](mailto:dff.iffi2015@gmail.com) latest by 25<sup>th</sup> June 2016.