SCHOOL OF OPEN LEARNING
(CAMPUS OF OPEN LEARNING)
UNIVERSITY OF DELHI
DELHI - 110007

Ref.No.SOL/Estab.II/2022/ 21 30

Dated : 4th April, 2022

NOTICE

Applications are invited for the following posts purely on contract basis initially for a period of six months, extendable for a further period of six months depending on the performance of the selected candidates:

1. **Cameraman** –(01) The Cameraman will record the Audio-Video programmes in the Studio as well as outdoor shooting, wherever required as per the direction of the Academic-Coordinator and SOL Authority. The qualification for Cameraman is as under:

QUALIFICATION: Graduate from any recognised university in any stream including Mass Media, Communication and Journalism. Graduate of Mass Media, Communication and Journalism must have undertaken **Camera Operations** subject as a part of graduation.

The aspiring candidate from other than Mass Media, Communication and Journalism streams must have obtained either a Certificate or Diploma or Degree in Photography/ Videography from any nationally recognised Institute.

EXPERIENCE: The aspiring candidate must have (field and in studio) experience of minimum three years of **professional camera** operations (still and video) in any organisation and should be well conversant with photography, videography and audio recording.

The candidate **must have high level of working knowledge of industry standard software** for processing photographs, videos and audio files. Good working knowledge of Hindi and English is also required. The candidate is expected to perform multi tasks as per requirement for handing over finished jobs.

The aspiring candidate must submit work done for any organisation as Cameraman (photos and videos, raw and processed) as a proof of working experience. Application received without proof of work experience will be summarily rejected. Please also send details of Camera/s operated and Software/s worked-on along with proof of work.

Age : Age Limit : 28 years. (Age relaxation may be given as per experience)

Remuneration: Rs.19900 + DA on existing rates per month.

2.   **Video Editor (01):** The Video Editor will edit the recorded Audio-Video programmes in the Studio as well as outdoor shooting, wherever required as per the direction of the Academic-Coordinator and SOL Authority and finalise the programme.

QUALIFICATION: Graduate from any recoganised university in any stream including Mass Media, Communication and Journalism. Graduate of Mass Media, Communication and Journalism must have undertaken **Video Editing and Sound Recording** subject as a part of graduation.

The candidate from other than Mass Media Communication and Journalism streams, must have obtained either a Certificate or Diploma or Degree in Video Editing and Sound Recording from any nationally recognised institute .

EXPERIENCE: The aspiring candidate must have working experience of minimum three years of **professional Audio Video Editing and Processing** in any organisation and should be well conversant with both written Hindi and English . The candidate **must have high level of working knowledge of industry standard software** for processing photographs, videos, audio files and creating visual effects. The aspiring candidate is expected to work on 2D and 3D animations and graphics software too. Apart from the above stated requirements, working knowledge of Camera Operations would be considered as an added advantage. The candidate is expected to perform multi tasks as per requirement for handing over finished jobs.

The aspiring candidate must submit work done for any organisation as Video Editor (photos, videos, audio files, graphics and 2D or 3DAnimations, raw and processed) as a proof of working experience. Application received without proof of work done will be summarily rejected. Please also give details about Software/s you have worked on or can work on along with proof of work.

Age limit : 28 years. (Age relaxation may be given as per experience)

Remuneration: Rs.25500+DA on existing rates per month.(Age relaxation may be given as per experience)

3. **Animator / Graphic Designer (01) :** The candidate should be expert in animation and graphic design in video programme production and should have the following qualifications:

QUALIFICATION: Graduate from any recognised university in any stream including Mass Media, Communication and Journalism. Graduate of Mass Media, Communication and Journalism must have undertaken **Animation and Graphic Designing** subject as a part of graduation.

The candidate from other than Mass Media Communication and Journalism streams, must have obtained either a Certificate or Diploma or Degree in 2D & 3D Animation and/or Graphic Designing from any nationally recognised Institute .

EXPERIENCE: The aspiring candidate must have minimum three years of working experience as **Animator (2D & 3D) and Graphic Designer** in any organisation, and should be well conversant with both written Hindi and English . The candidate **must have high level of working knowledge of industry standard software** for designing graphics, developing cartoons in 2D and 3D and animation. The aspiring candidate is expected to work on photo and video editing software too. The candidate is expected to perform multi tasks as per requirement for handing over finished jobs.

The aspiring candidate must submit work done for any organisation as Graphic Designer and Animator (graphics and cartoons / caricatures designed and 2D or 3D animations) as a proof of working experience. Application received without proof of work done will be summarily rejected. Please mention Software/s you have worked on along with proof of work.

Age limit : 28 years. (Age relaxation may be given as per experience)

Remuneration: Rs.25500+DA on existing rates per month.

4. **Academic-Coordinator (01):** The Academic Coordinator will help in developing the e-content, online content, tie-up with Faculty / Experts from reputed universities/corporate houses/Industry.

QUALIFICAITON & EXPERIENCE: The Academic Co-ordinator must possess minimum 60% marks or First Division or equivalent CGPA in Post-graduation from a reputed University / Institution. The candidate must be well conversant with online courses and online Study Material. Preference will be given to the candidate who have successfully developed or completed at least 4 online / MOOCs courses in addition to regular UG and PG courses.
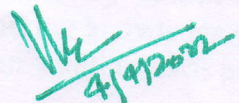
Coordinator has to establish link with existing faculty to understand the needs for content development. Coordinator should be ready to travel and meet the Experts / Senior Academicians /Corporate Houses / Industry personnel for development of contents and recording of lecture. There should not be any time constraint for it.

Remuneration: Rs.79,800/- + DA on existing on rates

Age Limit : 40 years (Age relaxation may be given as per experience)

The interested candidates possessing the required qualifications, experience etc. may submit their applications online (separate application for each post) in the prescribed format available on the SOL website https://sol.du.ac.in duly filled in all respects. The print-out of the online application (duly signed along with a recent passport size photograph, self-attested copies of the testimonials and experience certificates) be sent to the Officiating Principal, School of Open Learning, University of Delhi, 5-Cavalry Line, Delhi-110007. The last date of receiving applications in all respects is 21st April, 2022.

NOTE: The applications received will be screened and only shortlisted candidates will be called for Skill Test / Interaction. The SOL reserves the right to fill or not to fill any or all the above posts.

4/4/2022

Officiating Principal, SOL