

No.2574/A1/KRNNIVSA/2021

Dated: 08.02.2022

**K.R.NARAYANAN NATIONAL INSTITUTE OF VISUAL SCIENCE AND ARTS, KOTTAYAM**

**An Educational Institution established under Department of Higher Education,**

**Govt. of Kerala**

**Phone: 0481-2706100 / 2706112**

**RECRUITMENT (ON CONTRACT BASIS) NOTIFICATION**

K. R. Narayanan National Institute of Visual Science & Arts is an audio/visual training and research institute established by the Government of Kerala, under the administrative control of Higher Education Department. The Institute invites applications from eligible citizens of India for appointment to the following posts purely on contract basis.

<b>Sl.No.</b>	<b>Name of Post</b>	<b>Department</b>	<b>Number of vacancy</b>
1.	Associate Professor	Cinematography	01
2.	Assistant Professor	Cinematography	01

**Details of each position/post:**

Sl. No	Name of the Post	Consolidated remuneration per month (Rs.)	Educational and other qualifications required	Duties
01	Associate Professor, Cinematography	93,000/-	<p><b>a) Essential:</b></p> <p>i) Degree from a recognized University/institution</p> <p>ii) Diploma in Cinematography from a recognized University or Film Institution of repute;</p> <p>iii) At least <b>10</b> years' professional experience and /or teaching in the field of Cinematography in an Organization or Institution related to cinema.</p> <p><b>b) Desirable:</b></p> <p>*Post graduate teaching experience in Cinematography in an Institution / organisation of repute.</p> <p>*Awards, commendations received for professional work.</p> <p><b>(Candidates are required to produce evidence of professional work done)</b></p>	<p>Shall implement the syllabus in tune with the academic goal of the Department;</p> <ul style="list-style-type: none"> <li>⊗ Shall co-ordinate the workshops, guest lecturers, special sessions; make schedule for regular classes, exercises and guidelines, besides taking regular theoretical and practical classes;</li> <li>⊗ Shall be responsible for designing day-to-day implicational aspects of academics;</li> <li>⊗ Shall be especially responsible for regular assessment of the students;</li> <li>⊗ Shall ensure proper utilization of existing physical &amp; human resources;</li> <li>⊗ Shall prepare and notify prior programming of curriculum for the calendar year and weekly routine;</li> <li>⊗ Shall prepare a roster indicating engagement of all members of Faculty covering core programme;</li> <li>⊗ Shall suggest suitable speaker/trainers for specific area of training;</li> <li>⊗ Shall advise and assist in development of syllabi programmes, training materials/aids suited to the needs of the students;</li> <li>⊗ Shall prepare notes, report to HoD concerned regarding field problems and modify/draft operational instructions;</li> <li>⊗ Shall identify training needs, plan, formulate and execute</li> </ul>

				<p>training programmes within the framework of the guidelines of the Institute;</p> <ul style="list-style-type: none"> <li>⊗ Shall generate related statistics for onward transmission to Tutorial, conduct written/practical tests and prepare reports thereon;</li> <li>⊗ Shall supervise, co-ordinate and ensure completion of courses as per schedule;</li> <li>⊗ Shall make arrangements for holding examination(s);</li> <li>⊗ Shall take necessary follow up action for expeditious publication of results;</li> <li>⊗ Shall submit proposals suggested for inclusion in annual budget;</li> <li>⊗ Shall take effective measures in regard to the Admission of the students;</li> <li>⊗ Shall be responsible for planning and execution towards generation of revenue by hiring out resources/consultation;</li> <li>⊗ Shall perform such other duties and functions as assigned to him by the Director/Dean/concerned HoD and other authorities from time to time;</li> </ul>
02	Assistant Professor, Cinematography	50,000/-	<p><b>a) Essential:</b></p> <ul style="list-style-type: none"> <li>i) Degree from a recognized University;</li> <li>ii) Diploma or equivalent in Cinematography from a recognized University or Film Institute of repute;</li> <li>iii) At least 5years' professional experience as Cinematographer in film/TV and/or teaching experience in Cinematography in a reputed organization or institution</li> </ul> <p><b>b) Desirable:</b></p> <ul style="list-style-type: none"> <li>i) Working knowledge in Computer.</li> <li>ii) Good knowledge of Film and TV media in India and abroad</li> </ul>	<ul style="list-style-type: none"> <li>⊗ Specific theoretical teaching in the respective subjects in integrated course/specialization in conventional Film practices AND new emerging Digital/ Electronic Media, as applicable;</li> <li>⊗ Shall conduct other practical classes and training schedules as per Departmental requirements and routine/programme;</li> <li>⊗ Shall be responsible for one-to-one student guidance;</li> <li>⊗ Shall co-operate and assist in carrying out the functions relating to the educational responsibilities like regular classes, projects, workshops, lab visits, study tours, etc.;</li> <li>⊗ Shall prepare &amp; publish class routine workshop/project/exercise as per schedule;</li> </ul>

			iii) Commendations if any. . <b>(Candidates are required to produce evidence of professional work done)</b>	<ul style="list-style-type: none"> <li>⊗ Shall conduct examination(s) and perform related work in any examination;</li> <li>⊗ Shall evaluate answer scripts of students for respective examinations conducted by the Institute;</li> <li>⊗ Shall undertake internal assessment of students;</li> <li>⊗ Shall assess the project(s)/exercises in their own capacity or as a member of an assessment board;</li> <li>⊗ Shall prepare result and undertake related jobs;</li> <li>⊗ Shall perform the duties with regard to the admission of the students;</li> <li>⊗ Shall ensure preventive maintenance and smooth running condition of the Department's equipment;</li> <li>⊗ Shall supervise projects and report to HoD concerned..</li> <li>⊗ Shall perform such other duties and functions as may be assigned to him by the Director, Dean, concerned HoD and other Authorities.</li> </ul>
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Interested candidates who fulfil the above requirements may send their legibly typed application on plain paper in the following format with self-attested copies of certificate(s) of proof of age, qualifications, experience etc. and two copies of recent passport size photographs, addressed to “**The Director, K.R. Narayanan National Institute of Visual Science and Arts, Thekkumthala, Kanjiramattom P.O., Kottayam, PIN-686 585**”, along with a Demand Draft (**non-refundable**) of Rs. 1000/- drawn in favour of “**The Director, K.R. Narayanan National Institute of Visual Science and Arts**”, payable at **Kottayam**. The application shall reach the office of the Institute **on or before 10.03.2022**.

**Note:** The envelope shall be *super scribed* with the name of the post applied for. Interested candidates applying for more than one post, have to submit separate application (along with separate Demand Draft) for each post. No interim queries will be entertained. The Institute Authority reserves the right to reject any/all applications without assigning any reason whatsoever.

Depending on the number of applications, eligible short-listed candidates will be called for tests and/or interview (as applicable). Since, it is not possible to call all the eligible candidates for trade test and/or interview, the applicants will be short-listed on the basis of criteria fixed by the Institute, at the time of scrutiny. The decision of the Institute in this regard will be final and binding.

**DIRECTOR**