

F.N.20.04/2026-27/MPD/CIET
Media Production Division
Central Institute of Educational Technology
National Council of Educational Research and Training
Sri Aurobindo Marg, New Delhi-110016

Dated: 16/09/2026

Subject: Empanelment of Production Assistant (Video & Audio), Anchor, Graphic Assistant/Artist, Video Editor, Cameraperson and Sound Recordist on daily wage basis - reg.

CIET, NCERT invites applications from eligible candidates to prepare the panel of the following positions in its Media Production Division on daily wage basis @ Rs.2500/- per day:

S.N.	Position	Qualifications and Experience Required
1	Production Assistant (Video) <u>Date of Interview:</u> 08.10.2026	Essential Qualification: 1. Bachelor’s degree in Mass Communication/Journalism from a Recognized university or Institute; OR Bachelor’s degree in any discipline along with a Diploma in Mass Communication/Journalism/Tv Production/Film Production from a recognized University or Institute. 2. Minimum Four years’ experience in Television/Video Production. Desirable: 1. Experience in Television script writing and TV programme production. 2. Proficiency in Hindi and English, both written and spoken. 3. Working knowledge of video editing software. 4. Master’s degree in Mass Communication and Journalism. 5. Experience in developing educational videos and digital learning content. 6. Knowledge of AI tools in media production and content creation.
2	Production Assistant (Audio) <u>Date of Interview:</u> 12.10.2026	Essential Qualification: 1. Bachelor’s degree in any discipline along with a Diploma in Media (Audio/Radio Production) from a recognized University or Institute. 2. Minimum two years of relevant experience in reputed media organizations/industry at the level of Production Assistant or above, with active involvement in audio/radio production and dissemination. 3. Proficiency in NUENDO or any other professional audio recording and editing software. Desirable: 1. Experience in the production of educational audio programmes. 2. Experience in the development and dissemination of media/ICT-based content. 3. Experience of working in the field of media/ICT for children and education. 4. Knowledge of AI tools in media production and content creation.
3	Anchor (English) <u>Date of Interview:</u> 05.10.2026	Essential Qualification: 1. Bachelor’s Degree in any discipline from a recognized University or Institute. 2. Candidates must possess an excellent command of the English language, 3. strong interviewing skills, and the ability to multitask effectively.

		- Preference will be given to candidates proficient in more than one language. - Proficiency in script writing for television/media programmes. - Minimum three years of experience in Educational Television or with a reputed media organization. Desirable: - English as a subject at the Bachelor's level or a Master's Degree in English. - Working knowledge of MS Word, MS Excel, PowerPoint Presentation, and other relevant computer applications. - Knowledge of AI tools in media production and content creation.
4	Graphic Assistant/Artist <u>Date of Interview:</u> 06.10.2026	Essential Qualification: - Bachelor's Degree in Fine Arts from a recognized University or Institute; OR Bachelor's Degree in any discipline along with a Diploma in Graphics and Animation from a recognized University or Institution - Minimum two years of experience in the relevant field. Desirable: - Skills in animation, including 2D/3D Animation, Motion Graphics, Layout designers and VFX. - Proficiency in software such as Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Adobe After Effects, and Adobe Animate. - Preference will be given to candidates having good command of Hindi, English, and other Indian languages, both written and spoken. - Knowledge of AI tools in media production and content creation.
5	Video Editor <u>Date of Interview:</u> 07.10.2026	Essential Qualification: - Bachelor degree in Mass Communications from Recognized University/Institute/ Bachelor in any subject with diploma in Video Editing from Recognized University/Institute. - Having excellent skills of non-linear Video Editing, use of AI tools and Storytelling. - Minimum Two years of work experience in the related field. Desirable: - Software Knowledge: Adobe Premiere Pro, Adobe Photoshop and Adobe After Effects. - Use of AI tools and AI generated prompts.
6	Cameraperson <u>Date of Interview:</u> 12.10.2026	Essential Qualification: - Intermediate/Senior Secondary school certificate from Govt. recognized Board or equivalent. - One year Diploma/Certificate from a recognized Institute in Cinematography. - Three years' experience of handling movie/video/DSLR camera in a reputed media production house. Desirable: - Person having experience in production of educational TV programs/films will be given preference. - Good knowledge of Hindi and English (Written & Spoken) - Knowledge of AI tools in media production and content creation.

7	Sound Recordist <u>Date of Interview:</u> 09.10.2026	Essential Qualification: - Three (3) year diploma or degree course in sound engineering/ sound recording/ sound recording and design OR Graduation degree in any field with minimum 1 year diploma/certificate course in Sound recording OR B. tech in Electronics and communication - Minimum Two Years of experience in in the related field as sound recordist/Technician (Sound) Desirable: - Experience of working with digital audio workstation (i.e., Nuendo, logic pro, pro tools etc), hardware (field recorders, microphones, audio mixers) with expertise in on-location audio capture and troubleshooting. - Knowledge of AI tools in media production and content creation.

All candidates who are interested to appear in the walk-in-interview may reach CIET, NCERT at 09:00 am on mentioned dates against their preferred position:

Position	Interview Date
Anchor	05/10/2026 Monday
Graphic Assistant/Artist	06/10/2026 Tuesday
Video Editor	07/10/2026 Wednesday
Production Assistant (Video)	08/10/2026 Thursday
Sound Recordist	09/10/2026 Friday
Cameraman	12/10/2026 Monday
Production Assistant (Audio)	12/10/2026 Monday

- The minimum eligibility for each post has to be met. It is the responsibility of the candidate to ensure that he/she fulfills the eligibility conditions in terms of (i) essential educational qualifications (ii) required experience etc. as mentioned.
- Age limit is 21 to 45 years on last day of the application.
- These positions/posts are purely temporary and the selected candidate will be booked on daily wage basis.
- Candidates should bring and produce their original certificates along with bio-data in support of their educational qualification and experience at the time of interaction and skill test in face-to-face mode. Also bring photocopies of essential documents.
- No TA/DA will be paid for attending the interaction /Skill test.
- Candidates should produce their experience certificates, written and/or published work, if any, (including their artwork, Multimedia, Graphics, Animation, Editing, Audio/Videos/ Advertisements/Promos/Jingles, Digital Books, translation work, Journals, Thesis/Dissertation/ Magazines, portals links, mobile apps store links etc. developed by them) at the time of skill test/interaction.
- Canvassing in any form will result in cancellation of candidature.

Head, CIET

Joint, Director, CIET