



NO. VP/DST/Com.Cell/Appt/2021-22

Dated 1 April 2021

**VIGYAN PRASAR**

**(An autonomous organisation of Department of Science and Technology)**

**A-50, Institutional Area, Sector-62, Noida (UP)**

**[www.vigyanprasar.gov.in](http://www.vigyanprasar.gov.in)**

Applications are invited for engagement of various professionals in **VIGYAN PRASAR** at Delhi office for its project i.e. **DST Media Coordination & Communication Cell** on purely contractual basis from amongst professionals fulfilling the eligibility conditions as prescribed below. The monthly professional fee payable for contractual positions is negotiable and shall be determined on the basis of applicants' expertise, experience and professional standing.

**Vacancy Positions for Media Coordination and Communication Cell of DST with Consolidated Salary, Professional Compensation and Eligibility Conditions**

S.N.	Position/Designation	No.	Consolidated Salary/Professional Fee per Month (₹)	Qualifications & Experiences
1	Sr Project Consultant – (Print, Editorial & Production)	01	₹80,000 -8000-₹1,04,000	<p><b>Essential Qualifications</b></p> <ol style="list-style-type: none"><li>1. Master's degree in Sciences, Engineering, Environment, Agriculture, Medicine, Media &amp; Mass Communication, Science Communication, English or equivalent from a recognized University.</li><li>2. At least 20 years of experience of reporting, writing, editing and producing content on science and technology related subjects with demonstrable experience of having worked with any news agency or daily newspapers of national/international repute in various roles at desk and/or field reporting of science/health/agriculture reporting; should have worked in senior positions in either print-electronic-social-digital media.</li><li>3. Should have published or telecast more than 25 popular science articles/news items/editorial demonstrable in various newspapers, popular science magazines or other channels of print-electronic-social-digital media.</li><li>4. Should have proven ability to perform background check and verification of content through various media. Should be well aware of various content vetting techniques.</li><li>5. Should have proven proficiency of skill sets to ensure command in both written, reading and spoken Hindi &amp; English demonstrable by ease of translation and reproducibility of content in either of these languages.</li></ol> <p><b>Desirable Qualifications:</b></p> <ol style="list-style-type: none"><li>6. Ph.D Degree in Sciences, Engineering, Environment,</li></ol>

				<p>Agriculture, Medicine, Media &amp; Mass Communication, English or equivalent from a recognized University</p> <p>7. Should have proven ability to lead a team of at least 12 reporters, translators, copyeditors, design specialists and production staff (print and/or electronic).</p> <p>8. Should have effective managerial experience of leading the team by example and setting up qualitative and quantitative benchmarks for performance evaluation of the team.</p> <p>9. Should have proven ability to work and respond to media-related emergencies.</p> <p><b>Age Limit:</b> 60 years</p>
2	<b>Project Consultant - Digital &amp; Web Media Management</b>	01	₹60000-6000-₹78000	<p><b>Essential Qualifications:</b></p> <ol style="list-style-type: none"> <li>1. MCA/M.Sc/MTech in Information Technology/ Computer Sciences</li> <li>2. Should possess a certification in web development like AWS certified developer, Microsoft developer certifications, Adobe-Certified Developer or equivalent</li> <li>3. Should have minimum 5 years of working experience in Web Application Development &amp; Server Management domain</li> <li>4. Should have minimum 2 years of working on any open/proprietary/SaaS content management system</li> <li>5. Should have minimum 3 years of complete management of a web portal</li> </ol> <p><b>Desirable Qualifications:</b></p> <ol style="list-style-type: none"> <li>6. Should have minimum 2 years of experience in coding in any of the web-based technologies as a part of full-stack developer with rich UI development experience.</li> </ol> <p><b>Age Limit:</b> 60 years</p>
3	<b>Project Consultant - (Electronic &amp; Social)</b>	01	₹60000-6000-₹84000	<p><b>Essential Qualifications</b></p> <ol style="list-style-type: none"> <li>1. Master's degree in Sciences, Engineering, Environment, Agriculture, Medicine, Media &amp; Mass Communication, Science Communication, English or equivalent from a recognized University.</li> <li>2. Should possess minimum 5 years of working in development, editorial and design of content for electronic or social media</li> <li>3. Should possess a certification in data analytics/digital marketing and working experience in Google Analytics</li> <li>4. At least 5 years of demonstrable experience in different facets of social media handling of products and services with a strong knowledge of globally accepted success parameters and audience growth patterns.</li> </ol> <p><b>Desirable Qualifications:</b></p> <ol style="list-style-type: none"> <li>1. Should have experience in developing short films on various topics of relevance in Science &amp; Technology at a short notice</li> <li>2. Should have a strong linkage with Science and Technology portals</li> <li>3. At least 8 years of experience of working in content development or as an electronic media journalist</li> <li>4. A proven background of carrying out background research for web content</li> <li>5. Excellent communications and writing skills in Hindi and English</li> </ol>

				<p>6. Ability to work independently</p> <p>7. Strong Interpersonal skills</p> <p><b>Age Limit:</b> 60 years</p>
4	<b>Project Consultant -</b> (Print, Editorial & Production)	01	₹60000-6000- ₹82000	<p><b>Essential Qualifications</b></p> <ol style="list-style-type: none"> <li>1. Master's degree in Sciences, Engineering, Environment, Agriculture, Medicine, Media &amp; Mass Communication, Science Communication, English or equivalent from a recognized University.</li> <li>2. At least 5 years of experience of reporting, writing, editing and producing content on science and technology related subjects with demonstrable experience of having worked with any news agency or daily newspapers of national/international repute in various roles at desk/field.</li> <li>3. Should have published more than 10 popular science articles/news items/editorial demonstrable in various newspapers, popular science magazines or other channels of print-electronic-social-digital media.</li> <li>4. Should have proven ability to perform background check and verification of content through various media. Should be well aware of various content vetting techniques.</li> <li>5. Should have proven proficiency of skill sets to ensure command in both written, reading and spoken Hindi &amp; English demonstrable by ease of translation and reproducibility of content in either of these languages</li> </ol> <p><b>Desirable Qualifications:</b></p> <ol style="list-style-type: none"> <li>1. Degree/Diploma in Journalism or Mass Communication or Digital Media</li> <li>2. Experience in writing and editing for digital, print in Hindi or/and English etc.</li> <li>3. Should have a strong linkage with Science and Technology portals</li> <li>4. At least 8 years of experience of working in content development or as a journalist</li> <li>5. A proven background of carrying out background research for web content</li> <li>6. Excellent communications and writing skills in Hindi and English</li> <li>7. Ability to work independently</li> <li>8. Strong Interpersonal skills</li> </ol> <p><b>Age Limit:</b> 60 years</p>
5	<b>Associate Project Consultant -</b> Digital & Web Management	01	₹50000-5000- ₹70000	<p><b>Essential Qualifications</b></p> <ol style="list-style-type: none"> <li>1. Graduate from a recognized University or equivalent in science/fine arts with certification/diploma in graphics/arts/painting</li> <li>1. Should have 10 years of working experience in print/electronic/digital media and at least 5 years of experience in graphic designing work, infographics creation, banner, logo and slider creation, data visualization</li> <li>2. Proficiency &amp; working experience in Graphic Designing Software demonstrated through certification or testimonials</li> <li>3. Proficiency &amp; working experience with Web-based Publishing Software demonstrated through certification or testimonials.</li> </ol> <p><b>Desirable Qualifications:</b></p> <ol style="list-style-type: none"> <li>2. Post graduate degree/diploma in Graphic designing, Multimedia, web-designing and web-based publishing.</li> <li>3. Should have proven ability to work and respond to media-</li> </ol>

				related emergencies <b>Age Limit:</b> 60 years
6	<b>Associate Project Consultant-Hindi</b> – (Print, Editorial & Production)	01	₹50000-5000- ₹70000	<b>Essential Qualifications</b> 1. Graduate degree in Sciences, Engineering, Environment, Agriculture, Medicine, Media & Mass Communication, Science Communication, Hindi or equivalent from a recognized University. 2. At least 3 years of working experience in the content aggregation and content writing, editorial, translation in <b>Hindi</b> at any place of repute in science R&D, communication, newspaper or news agency. 3. Excellent written and verbal communication in Hindi & English demonstrated through working experience of more than 2 years in department of any government or non-government organization which in turn is related to public outreach of its activity through print-electronic-social-digital media <b>Desirable Qualifications:</b> 1. Experience in writing scripts, articles, reports for different media and experience in editing of digital content in Hindi. 2. Working knowledge of MS Office and other web-based publishing software <b>Age Limit:</b> 60 years
7	<b>Associate Project Consultant-English</b> – (Print, Editorial & Production)	01	₹50000-5000- ₹70000	<b>Essential Qualifications</b> 1. Graduate degree in Sciences, Engineering, Environment, Agriculture, Medicine, Media & Mass Communication, Science Communication, English or equivalent from a recognized University. 2. At least 3 years of working experience in the content aggregation and content writing, editorial, translation in <b>English</b> at any place of repute in science R&D, communication, newspaper or news agency. 3. Excellent written and verbal communication in English demonstrated through working experience of more than 2 years in department of any government or non-government organization which in turn is related to public outreach of its activity through print-electronic-social-digital media <b>Desirable Qualifications:</b> 1. Experience in writing scripts, articles, reports for different media and experience in editing of digital content in English. 2. Working knowledge of MS Office and other web-based publishing software <b>Age Limit:</b> 60 years
8	<b>Project Associate</b> – (Electronic & Social)	01	₹40000-4000- ₹56000	<b>Essential Qualifications</b> 1. Graduate degree in Sciences, Engineering, Environment, Agriculture, Medicine, Media & Mass Communication, Science Communication, or equivalent from a recognized University. 2. At least 2 years of experience in television/electronic journalism or in a web portal with demonstrable video content. 3. Excellent written and verbal communication in Hindi/English demonstrated through working experience of more than 2 years in department of any government or non-government organization which in turn is related to public

				<p>outreach of its activity through print-electronic-social-digital media</p> <p><b>Desirable Qualifications:</b></p> <ol style="list-style-type: none"> <li>1. Experience in writing scripts, articles, reports for different media and experience in editing of digital content in English.</li> <li>2. Working knowledge of MS Office and other web-based publishing software</li> <li>3. PG Diploma in Mass Communication or Journalism from a recognized University/ institution.</li> <li>4. Demonstrable evidence of having made documentaries / video reports for electronic medium or web portal.</li> </ol> <p><b>Age Limit:</b> 60 years</p>
9	<b>Project Associate -</b> (Print, Editorial & Production)	02	₹40000-4000- ₹52000	<p><b>Essential Qualifications</b></p> <ol style="list-style-type: none"> <li>1. Graduate degree in Sciences, Engineering, Environment, Agriculture, Medicine, Media &amp; Mass Communication, Science Communication, or equivalent from a recognized University.</li> <li>2. At least 2 years of experience in print media either at desk/field as reporter/sub-editor/copyeditor.</li> <li>3. Excellent written and verbal communication in Hindi/English demonstrated through working experience of more than 2 years in department of any government or non-government organization or media which in turn is related to public outreach of its activity through print-electronic-social-digital media.</li> </ol> <p><b>Desirable Qualifications:</b></p> <ol style="list-style-type: none"> <li>1. Experience in writing scripts, articles, reports for different media and experience in editing of digital content in English.</li> <li>2. Working knowledge of MS Office and other web-based publishing software</li> <li>3. PG Diploma in Mass Communication or Journalism from a recognized University/ institution.</li> <li>4. Demonstrable evidence of having made documentaries / video reports for electronic medium or web portal.</li> </ol> <p><b>Age Limit:</b> 60 years</p>
10	<b>Project Assistant -</b> (Print, Editorial & Production)	02	25000-2500- 32500	<p><b>Essential Qualifications</b></p> <ol style="list-style-type: none"> <li>1. Should possess graduate degree, preferably post-graduate from a recognized university.</li> <li>2. Should possess 2 years of Experience as Data Entry Operator.</li> <li>3. Experience in English and Hindi Typing</li> </ol> <p><b>Desirable Qualifications</b></p> <ol style="list-style-type: none"> <li>1. Organize and manage daily activities of official work of the Scientist concerned</li> <li>2. Co-ordinate with various stakeholders to ensure of work for collection of inputs and follow-up</li> <li>3. Knowledge of Internet Search</li> <li>4. Coverage of Scientific events and preparation of reports</li> <li>5. Filing and maintaining all important document related to official matters</li> <li>6. Ability to independently handle day to day tasks for the official works</li> </ol> <p><b>Age Limit:</b> 60 years</p>

**Other Terms and Conditions:**

1. Application will be accepted in prescribed format only in online mode. Last date of submission of application is April 16, 2021 Friday, 5:30 PM.
2. Only Indian nationals are eligible for applying.

3. Engagement of professionals will be on full time basis and their place of work will be New Delhi/ Noida.
4. The prescribed qualification and experience should be acquired on or before date of advertisement.
5. The selection process will be based on academic qualifications, experience and performance in interview. Eligible candidates will have to appear for skill Test / Personal Interview.
6. Candidates working in Government organization/PSU must route their application through proper channel, if their department rule requires so.
7. Attach photocopy of all educational, experience certificates for supporting your essential and desirable qualifications and age. Documents to prove qualification, experience and Age etc. have to be produced in original as and when called for interview.
8. Maximum Age limit: not more than 60 years as on date of advertisement. However emphasis will be to select young professionals for the project. Director, Vigyan Prasar will have the discretion to relax the age limit and experience of deserving candidates.
9. In case of false or insufficient information / lack of proof to ascertain the eligibility of the applicant, their candidature will summarily be rejected at any stage of the selection process.
10. Candidates are informed that mere submission of applications shall not give them any right to be called for interview / selection. Call letters and intimations connected with this recruitment will be sent to shortlisted candidates by e-mail only. Applicants should ensure that the e-mail id given in the online application is maintained active.
11. Only short-listed candidates will be called for interview. Merely fulfilling the eligibility criteria does not entitle candidate to be called for Interview.
12. The appointment against the above positions will be purely on contractual basis. The project duration is of three years. The appointments will however be initially offered for six months. The contact will be renewed every year based on the performance of the candidates and requirement of work.
13. The above ranges of the professional fee are on consolidated basis and are inclusive of all allowances, etc.
14. Reservation where applicable will be considered as per norms in vogue.
15. Vigyan Prasar reserves the right to cancel /withdraw /postpone this recruitment notice.
16. Rules related to working hours/leave/increment/allowances etc. will be applicable to all selected candidates as per Vigyan Prasar rules.
17. The last date of receipt of application is **16 April 2021 (5.30 PM)**.