

**Directorate of Field Publicity
Ministry of Information and Broadcasting
REGIONAL OFFICE (NORTH-WEST)**

Kendriya Sadan, Sector 9-A, Chandigarh – 160009

Phone: 0172-2743161

E-Mail ID: ro.chandigarh.dfp@nic.in

ADVERTISEMENT NOTICE

Applications as per format given below are invited from eligible candidates for filling up the posts of Field Publicity Assistant (Four Posts) under Regional Office, DFP, Chandigarh. The posts are earmarked for (UR-2, OBC-1, SC-1) Categories in the pay band of PB-1 Rs. 5200-20200 and Grade Pay of Rs. 2800/-.

Nature of Work:

1. To assist Field Publicity Officer of Directorate of Field Publicity in organizing publicity programmes for Government of India in rural and semi-urban areas and to screen various films on Central Government policies.
2. To liaise with village level functionaries for organizing publicity programmes in villages.
3. Maintenance of office records & preparation of reports on programme activities.

1. Essential Qualification:

- a) The applicant should possess a minimum qualification of Graduation from a recognized University (Regular course).
- b) Should be familiar with operation of Audio Visual Equipment/Public Address System etc.(Certificates as documentary proof of training/experience etc. should be attached).

2. Desirable:

- a) Background knowledge of social work in rural areas and ability giving talks in Hindi & Punjabi language.
- b) Valid light Motor Vehicle Driving License issued by Govt.Transport Authority.
- c) Familiar with computer operation and ability to work on photo/video editing software.

3. Age Limit:

The age of the candidate should not be less than 20 years and not more than 35 years, relaxation upto 3 years for OBC candidates, 5 years for SC candidates and up to 5 years for Government servant in accordance with the instructions or orders issued by the Central Government. Crucial date for determining the upper age limit shall be the last date stipulated for receipt of applications.

4. Physical Fitness: The applicant should be physically fit to carry out Field Publicity Programmes in rural areas.

Probation Period: Two Years

OTHER INSTRUCTIONS:- 1. Application form along with duly attested copies of qualification certificates including 10th or Matriculation and 12th or Higher Secondary mark sheets **should reach the office of the undersigned within one month of the date of publication of advertisement in the Employment News.** 2. One self addressed envelope duly stamped for Rs. 25/- should be sent along with the application form. 3. Eligible Candidates shall have to appear for written test at their own cost. No remuneration shall be paid by this Office for this purpose. 4. Candidates will have to present original documents at the time of test. Without original documents, candidates shall not be allowed to appear in the Test. The selected candidates are liable to be posted anywhere in the country.

Sd/- (ANIL GAUR)
ASSISTANT DIRECTOR
DFP, CHANDIGARH

To
The Director,
Directorate of Field Publicity,
Ministry of Information & Broadcasting, Ground Floor, Block-V,
Kendriya Sadan, Sec.9-A, Chandigarh — 160009.

Space for passport-size
photograph duly attested
by Gazetted Officer

- | | |
|--|-----------------------------|
| 1. Name of Post | : Field Publicity Assistant |
| 2. Name of the Candidate | : _____ |
| 3. Father's Name | : _____ |
| 4. Permanent Address | : _____ |
| 5. Present Address | : _____ |
| 6. Category | : _____ |
| 7. Mobile No. | : _____ |
| 8. E-mail ID | : _____ |
| 9. Date of Birth(DD/MM/YYYY) | : _____ |
| 10. Nationality | : _____ |
| 11. Education Qualification | : _____ |
| 12. Technical Qualification/Experience | : _____ |
| 13. Any other Qualification/Experience
(may provide separate information sheet) | : _____ |

Date:

Place:

Signature of the candidate

Terms & Conditions:-

A candidate who claims to belong to one of the Scheduled Caste the Scheduled Tribe should submit in support of his claim an attested copy of a certificate in the form given below from the District Officer of the Sub-Divisional Officer or any other officer as indicated below of the District in which his parents (surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead the officer signing the certificate should be of the district which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the department would accept only attested photocopies of such certificate and not any other attested or true copy. (The format of the certificate to be produced by scheduled castes and Scheduled Tribes candidates applying for appointment to posts under Government of India).

This is certify that Shri/Smt/Kumari _____ Son/daughter of _____ of Village/Town _____
District/Division _____ of State/Union Territory _____ belongs to the _____

Scheduled Caste/Scheduled Tribe under:-

*The constitution (Scheduled Castes) Order, 1950 _____

*The constitution (Scheduled Tribe) Order, 1950 _____

*The constitution (Scheduled Castes)(Union Territories) Order, 1951 _____

*The constitution (Scheduled Tribes)(Union Territories) Order, 1951 _____

(As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganisation Act, 1960, The Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002).

Sd/- (ANIL GAUR)
ASSISTANT DIRECTOR
DFP, CHANDIGARH