Indian Institute of Mass Communication, established in 1965 by the Ministry of Information & Broadcasting, is a premier Institute of mass communication education, research and training. It has its main campus in New Delhi and Regional Centers in Aizawl (Mizoram), Amravati (Maharashtra), Dhenkanal (Odisha), Jammu (Jammu & Kashmir) and Kottayam (Kerala).

IIMC invites **ONLINE** applications to fill up the following vacancies :

i. 1 Group 'A' Post of Assistant Editor (Level-10 in Pay Matrix Rs. 56,100-1,77,500);

ii. 1 Group 'B' Post of Assistant Library & Information Officer (Level-7 in Pay Matrix Rs. 44,900-1,42,400);

iii. 3 Group 'B' Posts of Section Officer (Level-7 in Pay Matrix Rs. 44,900-1,42,400); (2 Posts - Direct Recruitment, 1 for IIMC Hqrs. another 1 for IIMC Dhenkanal and 1 Post – Deputation for IIMC Hqrs.)

iv. 1 Group 'B' Post of Senior Research Assistant (Level-6 in Pay Matrix Rs. 35,400-1,12,400);

v. 1 Group 'B' Post of Library & Information Assistant (Level-6 in Pay Matrix Rs. 35,400-1,12,400);

vi. 1 Group 'C' Post of Technical Assistant (Audio/Visual) (Level-5 in Pay Matrix Rs. 29,200-92,300)

vii. 1 Group 'C' Post of Library Clerk (Level-2 in Pay Matrix Rs. 19,900-63,200)

2. For further details like qualification prescribed for the posts, No. of Posts reserved for different category of candidates, proforma in which application is required to be submitted, manners of selection, etc. candidates may please see the 'Vacancy Section' of the IIMC's Website, i.e., https://www.iimc.gov.in.

Start date online Application Form: **25.06.2024**
Last date of submission of online Application Form: **05.08.2024**
Last date of submission of Hard Copy of Application Form: **12.08.2024** on or before 6.00 P.M.
Online link **(https://iimcnt.samarth.edu.in/)** will be available live from **25.06.2024**

3. Only online applications will be accepted. The hard copy of online application form alonwith all self- attested testimonials, certificates/ educational qualifications and all supporting documents should reach to "The Deputy Registrar, IIMC, Aruna Asaf Ali Marg, JNU New Campus, New Delhi – 110067" in closed envelop within a week from the last date of submission of Online Application Form, positively by 12.08.2024 by Speed Post / Registered Post only, failing which the application will be rejected.

FOR ANY QUERY PLEASE SEND E-MAIL : deputy.registrar@iimc.gov.in

2. Qualification prescribed in the Recruitment Rules of the Posts are as detailed below :

i. **01 Post of Assistant Editor**
    The post is proposed to be filled up by Direct Recruitment by candidates having the following educational and other qualifications :
    Essential :
    1. Master's Degree in Journalism / Communication / Social Science / Literature from a recognized University or equivalent.
    2. Three years experience of editing, production and publication of books and journals in a newspaper / publishing or advertising agency **in any Central / State Govt./ University/ PSU and other Central or State Autonomous Institutions or in any reputed Private companies/ organization with annual turnover of at least Rs.200/- Crores or more.**
    Desirable :
    Working knowledge in publication work and training in computerization.
    Age limit : Not exceeding 40 years on the closing date of receipt of applications.
    The Post is open to all categories.

ii. **01 Post of Assistant Library & Information Officer**
    The post is proposed to be filled up by Direct Recruitment by candidates having the following educational and other qualifications :
    Essential :
    Master's Degree in Library & Information Science from any recognised University /Institution with 07 years experience in the relevant field in a University/Research establishment / Central / State Govt. / PSU and Library of other autonomous Institutions.

    OR

    Bachelor's Degree in Library / Library and Information Science from any recognised Institute/ University with 08 years experience in the relevant field in a University / Research Establishment / Central / State Govt. / PSU and Library of other autonomous Institutions.
    Desirable :
    Diploma in Computer Application from a recognized University or Institute.
    Age limit : Not exceeding 35 years on the closing date of receipt of applications.
    The Post is open to all categories.

iii. **03 Posts of Section Officer**
    1 Post is proposed to be filled up by Deputation and 2 Posts by Direct Recruitment.
    For Direct Rectt: -
    i)   A Bachelor's Degree in any discipline from any recognised Institute/ University.
    ii) Three Years' Experience as Assistant in the Level 6 or eight years as UDC in Level 4 in any Central / State Govt./ University/ PSU and other Central or State Autonomous Institutions or holding equivalent positions in any reputed Private companies/ bank with annual turnover of at least Rs.200/- Crores or more. iii) Proficiency in Computer Operation, noting and drafting.
    iii) Age limit for Direct Recruitment :35 years on the closing date of receipt of applications.

For Deputation :

a) Holding analogous post on regular basis in the parent cadre or department;

<div align="center">or</div>

b) With three years regular service in Level 6 or equivalent in the Central/ State Govt. Universities or autonomous organisations and possess the Bachelor's degree.

c) Age limit for Deputation : Not exceeding 56 years as on the closing date of receipt of applications.

The Posts are open to all categories.

iv. **1 Post of Senior Research Assistant**
   Essential :
   1. Master's Degree in Social Sciences such as Communication, Sociology, Anthropology, Psychology from a recognized University.
   2. Three years Research experience in Communication / Social Sciences or allied field **in any Central / State Govt./ University/ PSU and other Central or State Autonomous Institutions or in any reputed Private companies/ organization with annual turnover of at least Rs.200/- Crores or more.**
   Desirable :
   1. Diploma / Certificate / Training in Research Methodology from a recognized University or Institute.
   2. Diploma in Mass Communication Journalism from a recognized Institute.
   3. Knowledge of Data Processing and Statistics.

   Age limit : Not exceeding 35 years on the closing date of receipt of applications.
   The Post is open to all categories.

v. **1 Post of Library & Information Assistant**
   Essential :
   1. Master's Degree in Library & Information Science from any recognised University /Institution with 02 years experience in the relevant field in a University/Research establishment / Central / State Govt. / PSU and Library of other autonomous Institutions.

<div align="center">OR</div>

   2. Bachelor's Degree in Library / Library and Information Science from any recognised Institute/ University with 03 years experience in the relevant field in a University / Research Establishment / Central / State Govt. / PSU and Library of other autonomous Institutions.
   3. Knowledge of Computer Applications.

   Age limit : Not exceeding 35 years on the closing date of receipt of applications.
   The Post is reserved for OBC candidates.

vi. **1 Post of Technical Assistant (Audio/Visual)**
Essential :
1. **Graduate** or equivalent.
2. Should have at least 3 years experience in operation of tape recorders, projectors, P.A. equipment and other Audio-Visual equipment **in any Central / State Govt./ University/ PSU and other Central or State Autonomous Institutions or in any reputed Private companies/ organization with annual turnover of at least Rs.200/- Crores or more.**
3. Should be able to carry out day-to-day repair or Audio-Visual equipment and must have some training in repair and maintenance of Electronic equipment.

Desirable :
1. Some experience of operation of CCTV.
2. License for repair of Electronic equipment.

Age limit : Not exceeding 32 years on the closing date of receipt of applications.
The Post is open to all categories.

vii. **1 Post of Library Clerk**
Essential :
1. **A Bachelor's Degree from any recognized Institute/ University.**
2. **English Typing @ 35 wpm OR Hindi Typing @ 30 wpm(35wpm and 30wpm correspond to 10500KDPH/ 9000KDPH on an average of 5 Key depressions for each work)**
3. Certificate in Library Science from a recognized Institute
4. Proficiency in Computer Operations.

Age limit : Not exceeding 32 years on the closing date of receipt of applications.
The Post is reserved for OBC candidates.

4. **Other important instructions are as under :**

4.1 Selection to all Groups 'A' posts will be done based on written test, Skill Test followed by interview. Only those candidates will be called for interview who will be found to be qualifying in the written test and skill test as per the criteria fixed by the Selection Committee;

4.2 Selection to Group 'B' and Group 'C' posts will be based on written test, following by skill test. Only those candidates will be called for skill test who will be found to be qualifying in the written test as per the criteria fixed by the Selection Committee;

4.3 Applicants should possess the prescribed qualifications, experience and eligibility criteria shall be assessed as on the closing date of applications, as prescribed by the University from time to time for the respective posts. Applicants are required to produce specific certificates as per eligibility conditions.

4.4 It shall be the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience and submit the application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading, information or canvassing in any manner on the part of the candidates shall lead to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, appointment of the candidate shall be liable to termination forthwith as per this clause. In case of any ambiguity in the recruitment

Rules in general and eligibility in particular for any post, the decision of the Executive Council shall be final.

4.5 The applications received for the posts shall be shortlisted/ screened in compliance with the shortlisting/ screening guidelines laid down by the IIMC.

4.6 The selected candidate shall be liable to serve anywhere in India within the jurisdiction of the IIMC i.e. Delhi, Amravati, Dhenkanal, Aizwal, Kottayam, Jammu (all centers) or any other places within India and abroad.

4.7 Applicants who have been awarded Ph.D from foreign Universities should enclose "Equivalence Certificate" issued by Association of Indian Universities, New Delhi, after that the same will be considered.

4.8 The Institute reserves the right to withdraw an advertisement, either partly or wholly, at any time, without assigning any reasons. The Institute reserves the right to increase or decrease the number of vacancies.

4.9 Institute reserves the right to frame a panel for filling up future vacancies arising during the tenability of panel which is normally operative for one year;

4.10 If advertisement for any post is withdrawn by the Institute, the application fee collected from the candidate shall be refunded within a reasonable period of time.

4.11 Those candidates who have already applied earlier against the Advt. No. 1/2023-MCI in September 2023 for Group A posts i.e.. Assistant Editor need to APPLY AFRESH online, their fresh application will be considered for the purpose of eligibility. They are not required to pay any fee. However, they must provide details of fees paid earlier to claim waiver and upload copy of the fee receipt to get the fee waiver.

4.12 In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment order, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.

4.13 In case of any dispute/ ambiguity that may occur in the process of selection, the decision of the Institute shall be final.

4.14 Merely fulfilling the minimum qualifications or the eligibility criteria does not entitle an applicant to be necessarily considered or called for Written test. The Institute may restrict the number of applicants to be called for Written test on the recommendations of the short listing/screening committee, constituted by the Competent Authority.

4.15 The following categories of persons shall not be eligible to apply for any position in the Institute:

i) who have been convicted by any Court of Law or any criminal proceedings are pending against him/her;

ii) who is a person of unsound mind and questionable conduct or not medically fit to perform his/her duties.

iii) who has entered into or contracted a marriage with a person having a living spouse; Provided that the Competent Authority of the Institute may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for doing so, exempt any person from the operation of these Rules;

iv) who is not a citizen of India; and

v) any other category of person disqualified for appointment by the Govt. of India/ UGC/Any Central/State Body from time to time.

4.16 The eligibility of the candidate will be decided by information mentioned by him/her in the application form. No addition/modification requests will be entertained. Incomplete application form shall be rejected.

4.17 No TA/DA shall be paid to applicants for attending Written Test/Skill Test/ Interview.

4.18   Relaxation in age for reserved category candidates will be permissible as per Govt. of India's instructions in the matter;

4.19   Any dispute arising in the matter of filling of the advertised vacancies will be subject to the jurisdiction of the Courts in Delhi

4.20   All correspondence from the Institute, if any, shall be sent only at the e-mail address provided by the applicant in the application form. The applicants are advised to check the website of the Institute regularly for updates.

4.21   Any addendum/dedendum/corrigendum, if any, shall be posted on our website www.iimc.gov.in only.

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