

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

(An Educational Institution established by Govt. of Kerala)

Phone: 0481 2706100,2706112

RECRUITMENT (ON CONTRACT BASIS) NOTIFICATION

No.289/KRNNIVSA/2016

Date: 09.11.2016

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. At present, the Institute offers three years Diploma Programme in Script Writing & Direction, Cinematography, Editing, Animation & Visual Effects, Audiography and Acting. The Institute invites applications from eligible citizens of India for appointment to the following posts purely on contract basis. The applicants shall be well versed in *English language* and proficiency in Hindi is preferred.

Sl.No.	Name of Post	Department	Number of vacancy
1.	Dean	-	01
2.	Professor	Acting	01
3	Professor	Script Writing & Direction	01
4.	Professor OR Associate Professor	Animation & Visual Effects	01
5.	Associate Professor OR Assistant Professor	Cinematography	01
6.	Assistant Professor	Editing	01
7.	Assistant Professor	Animation & Visual Effects	01
8.	Assistant Professor	Audiography	01

Details of each position/post:

Sl. No	Name of the Post	Consolidated remuneration per month (Rs.)	Educational and other qualifications required	Duties
01	Dean	A consolidated emolument commensurate with experience; but not less than that of Professor	<p>i) Degree from a recognized University/institution;</p> <p>ii) Post Graduate Degree / diploma from a renowned film institute</p> <p>iii) Minimum 15 years of teaching experience in institutions such as FTII, Pune, SRFTII, Adayar Film Institute of which a minimum of 5 years shall be as Professor/ Head of Department.</p>	<p>· He / she shall be responsible to co-ordinate all the academic activities of various Departments of the Institute viz. Script Writing & Direction, Cinematography, Editing, Animation & Visual Effects, Audiography and Acting and to plan and organise the conduct of various examinations and related matters. Shall exercise such other powers and perform such other duties and functions as assigned by the Director of the Institute, as amended from time to time.</p>
02	Professor, Acting	1,00,000/-	<p>a) Essential:</p> <p>i) Degree from a recognized University/institution;</p> <p>ii) Post Graduate Degree or Diploma in Acting from a recognized University or Institution of repute;</p> <p>iii) At least 15 years' post qualification professional experience and/or teaching experience in the field of Acting in an Organization or Institution engaged in training or production OR An actor who has performed in minimum 20 feature films and has won State/National award for best actor/best supporting actor</p> <p>b) Desirable:</p> <p>i) Administrative or Managerial experience.</p> <p>ii) Expertise in latest technical & curricular development in the field.</p>	<p>· Head of the respective Department;</p> <p>· Shall look after the Departmental administration;</p> <p>· Shall be responsible for planning/budgeting and supervising the application of academic calendar of the Department on a par with the overall academic objective;</p> <p>· Shall ensure dynamic teaching through innovative pedagogy;</p> <p>· Shall initiate extracurricular activities - seminars, exchanges, workshops etc;</p> <p>· Shall provide meaningful synergy between all the faculty members, staff and students apart from regular teaching;</p> <p>· Shall integrate all the streams of theory and practical training within the respective Department;</p> <p>· Shall submit monthly reports to the Dean in respect of teaching assignments carried out;</p> <p>· Shall contribute and co-operate in matters of inter-departmental requirements;</p> <p>· Shall be in overall charge of the Department and shall be the</p>

			<p>(Candidates are required to produce evidence of teaching, case studies & portfolio of independent creative samples)</p>	<p>Controlling Officer to exercise general supervision over the Faculty members and staff of the Department;</p> <ul style="list-style-type: none"> · Shall be accountable for the entire working of the Department; · Shall ensure completion of courses as per schedule; · Shall assist in Admission procedures. · Shall be responsible to contribute towards the overall pedagogic design/curriculum of the Institute. · Shall exercise such other powers and perform such other duties and functions as assigned to him by the Director of the Institute, as amended from time to time.
03	Professor, Script Writing & Direction	1,00,000/-	<p>Essential:</p> <p>i) Degree from a recognized University/institution;</p> <p>ii) Post Graduate Degree or Diploma in Film Direction/ Script writing from a recognized University or Institution of repute;</p> <p>iii) At least 15 years' post qualification professional experience and/or teaching in the field of Film Direction/ Script writing in an Organization or Institution engaged in training or production OR Should have directed at least five feature films and has won State/National award for Direction or Script writing.</p> <p>b) Desirable:</p> <p>i) Administrative or Managerial experience.</p> <p>ii) Expertise in latest technical & curricular development in the field,</p> <p>iii) Post-graduate teaching experience in film direction in an institute/organization of repute.</p> <p>(Candidates are required to produce evidence of</p>	<ul style="list-style-type: none"> · Head of the respective Department; · Shall look after the Departmental administration; · Shall be responsible for planning/budgeting and supervising the application of academic calendar of the Department on a par with overall academic objective; · Shall initiate extracurricular activities - seminars, exchanges, workshops etc; · Shall provide meaningful synergy between all the faculty members, staff and students apart from regular teaching; · Shall integrate all the streams of theory and practical training within the respective Department; · Shall submit monthly reports to the Dean in respect of teaching assignments carried out; · Shall publish a job chart indicating the allocation of jobs to the staff; · Shall prepare and submit annual performance report of the Department to the Dean; · Shall contribute and cooperate in matters of inter-departmental requirements; · Shall be in overall charge of the Department and shall be the Controlling Officer to exercise general supervision over the Faculty members and staff of the Department;

			teaching, case studies & portfolio of independent creative samples)	<ul style="list-style-type: none"> · Shall be accountable for the entire working of the Department; · Shall ensure completion of courses as per schedule; · Shall assist in Admission procedures · Shall be responsible to contribute towards the overall pedagogic design/curriculum of the Institute. · Shall exercise such other powers and perform such other duties and functions as assigned to him by the Director of the Institute, as amended from time to time.
04	Professor, Animation and Visual Effects	1,00,000/-	<p>a) Essential:</p> <p>i) Degree from a recognized University/institution;</p> <p>ii) Post Graduate Degree or Diploma in Animation from a recognized University or Institution of repute;</p> <p>iii) At least 15 years' post qualification professional experience and/or teaching experience in the field of Animation in an Organization or Institution engaged in training or production</p> <p style="text-align: center;">OR</p> <p>i) Master Degree in FINE ARTS (preferably in Applied Art/ Computer Animation) from a recognized University/institution;</p> <p>ii) At least 15 years' professional experience and/or teaching experience in Animation in a responsible capacity in an Organization or Institution OF RELATED FIELD</p> <p>b) Desirable:</p> <p>i) Administrative or Managerial experience.</p> <p>ii) Expertise in latest technical & curricular development in the field.</p> <p>(Candidates are required to produce evidence of teaching, case studies & portfolio of independent</p>	<ul style="list-style-type: none"> · Head of the respective Department; · Shall look after the Departmental administration; · Shall be responsible for planning/budgeting and supervising the application of academic calendar of the Department on a par with overall academic objective; · Shall envision the futuristic structuring of the Department; · Shall ensure dynamic teaching through innovative pedagogy; · Shall initiate extracurricular activities - seminars, exchanges, workshops etc; · Shall provide meaningful synergy between all the faculty members, staff and students apart from regular teaching; · Shall integrate all the streams of theory and practical training within the respective Department; · Shall submit monthly reports to the Dean in respect of the teaching assignments carried out; · Shall publish a job chart indicating the allocation of jobs to the staff; · Shall prepare and submit annual performance report of the Department to the Dean; · Shall contribute and co-operate in matters of inter-departmental requirements; · Shall be in overall charge of the Department and shall be the Controlling Officer to exercise general supervision over the

			creative samples)	
05	Associate Professor, Animation and Visual Effects	93,000/-	<p>a) <u>Essential:</u></p> <p>i) Degree from a recognized University/institution;</p> <p>ii) Post Graduate Degree or Diploma in Animation from a recognized University or Institution of repute;</p> <p>iii) At least 10 years' post qualification professional experience and/or teaching experience in the field of Animation in an Organization or Institution engaged in training or production</p> <p style="text-align: center;">OR</p> <p>i) Master Degree in FINE ARTS (preferably in Applied Art/ Computer Animation) from a recognized University/institution;</p> <p>ii) At least 10 years' post qualification professional experience and/or teaching experience of Animation in a responsible capacity in an Organization or Institution OF RELATED FIELD</p> <p>b) <u>Desirable:</u></p> <p>i) Expertise in latest technical & curricular development in the field,</p> <p>ii) professional experience in Visual Effects post production.</p> <p>iii) Expertise in industry standard software packages like: Maya, Houdini, Photoshop, Boujo, Modo, Combustion, Corel Painter, Illustrator, Premier, etc</p> <p>iv) Thorough understanding in Animation principles and VFX production and Animation</p>	<p>Faculty members and staff of the Department;</p> <ul style="list-style-type: none"> · Shall be accountable for the entire working of the Department; · Shall ensure completion of courses as per schedule; · Shall assist in admission procedures · Shall be responsible to contribute towards the overall pedagogic design/curriculum of the Institute. <p>· Shall exercise such other powers and perform such other duties and functions as assigned to him by the Director of the Institute, as amended from time to time.</p>

			<p>pipeline.</p> <p>v) Post Graduate teaching experience in Animation in an institution /organisation of repute.</p> <p>(Candidates are required to produce evidence of professional work done).</p>	
06	Associate Professor, Cinematography	93,000/-	<p>a) Essential:</p> <p>i) Degree from a recognized University/institution</p> <p>ii) Post Graduate Degree or Diploma in Cinematography from a recognized University or institution of repute;</p> <p>iii) At least 10 years' post qualification professional experience and/OR teaching experience in the field of Cinematography in an Organization or Institution</p> <p>b) Desirable:</p> <p>vi) Expertise in latest technical & curricular development in the field</p> <p>vii) Post graduate teaching experience in Cinematography in an Institution/organisation of repute.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	<p>Shall implement the syllabus in tune with the academic goal of the Department;</p> <ul style="list-style-type: none"> ⊙ Shall co-ordinate the workshops, guest lecturers, special sessions; make schedule for regular classes, exercises and guidelines, besides taking regular theoretical and practical classes; ⊙ Shall be responsible for designing day-to-day implicational aspects of academics; ⊙ Shall be especially responsible for regular upgrading and assessment of the students; ⊙ Shall ensure proper utilization of existing physical & human resources; ⊙ Shall prepare and notify prior programming of curriculum for the calendar year and weekly routine; ⊙ Shall prepare a roster indicating engagement of all members of Faculty covering core programme; ⊙ Shall suggest suitable speaker/trainers for specific area of training; ⊙ Shall perform such other duties and functions as assigned to him by the Academic Byelaws of the Institute, as amended from time to time, and as may be assigned to him by the Director/Dean/concerned HoD and other authorities from time to time;
07	Assistant Professor, Cinematography	50,000/-	<p>a) Essential:</p> <p>i) Degree from a recognized University;</p> <p>ii) Post Graduate Degree or Diploma or equivalent in Cinematography from a recognized University or Institute;</p>	<ul style="list-style-type: none"> ⊙ Specific theoretical teaching in the respective subjects in integrated course/specialization in conventional Film practices AND new emerging Digital/ Electronic Media, as applicable; ⊙ Shall conduct other practical classes and training schedules as per Departmental requirements and

			<p>iii) At least 5years' post qualification professional experience as Cinematographer in film/TV and/or teaching experience in Cinematography in a reputed organization or institution.</p> <p><u>b) Desirable:</u></p> <p>i) Working knowledge in Computer. ii) Good knowledge of Film and TV media in India and abroad</p> <p>(Candidates are required to produce evidence of professional work done)</p>	<p>routine/programme;</p> <ul style="list-style-type: none"> ⊗ Shall be responsible for oneto-one student guidance; ⊗ Shall cooperate and assist in carrying out the functions relating to the educational responsibilities like regular classes, projects, workshops, lab visits, study tours, etc.; ⊗ Shall prepare & publish class routine workshop/project/exercise as per schedule; ⊗ Shall conduct examination(s) and perform related work in any examination; ⊗ Shall evaluate answer scripts of students for respective examinations conducted by the Institute; ⊗ Shall undertake internal assessment of students; ⊗ Shall assess the project(s)/exercises in their own capacity or as a member of an assessment board; ⊗ Shall prepare result and undertake related jobs; ⊗ Shall perform the duties with regard to the admission of the students; ⊗ Shall ensure preventive maintenance and smooth running condition of the Department's equipment; ⊗ Shall supervise projects and report to HoD concerned.. ⊗ Shall perform such other duties and functions as may be assigned to him by the Director, Dean, concerned HoD and other Authorities.
08	Assistant Professor, Editing	50,000/-	<p><u>a)Essential:</u></p> <p>i) Degree from a recognized University/institution; ii) Post Graduate Degree or Diploma in Editing from a recognized University or Institute; iii) At least 5 years' post qualification professional experience as Editor in film/TV and/or teaching experience in Editing in a reputed organization or institution</p>	<p>Specific theoretical teaching in the respective subjects in integrated course/specialization in conventional Film practices AND new emerging Digital/ Electronic Media, as applicable;</p> <ul style="list-style-type: none"> ⊗ Shall conduct other practical classes and training schedules as per Departmental requirements and routine/programme; ⊗ Shall be responsible for oneto-one student guidance; ⊗ Shall co-operate and assist in carrying out the functions relating to the educational responsibilities like regular classes,

			<p>b) Desirable:</p> <p>i) Working knowledge in Computer.</p> <p>ii) Good knowledge of Film and TV media in India and abroad</p> <p>(Candidates are required to produce evidence of professional work done)</p>	<p>projects, workshops, lab visits, study tours, etc.;</p> <ul style="list-style-type: none"> ⊙ Shall prepare & publish class routine and workshop/project/exercise as per schedule; ⊙ Shall conduct examination(s) and perform related works in any examination; ⊙ Shall evaluate answer scripts of students for respective examinations conducted by the Institute; ⊙ Shall undertake internal assessment of students; ⊙ Shall assess the project(s)/exercises in their own capacity or as a member of an assessment board; ⊙ Shall prepare result and undertake related jobs; ⊙ Shall perform the duties with regard to the admission of the students; ⊙ Shall ensure preventive maintenance and smooth running condition of the Department's equipment; ⊙ Shall supervise projects and report to HoD concerned. ⊙ Shall perform such other duties and functions as may be assigned to him by the Director, Dean, concerned HoD and other Authorities.
09	Assistant Professor, Animation and Visual Effects	50,000/-	<p>a) Essential:</p> <p>i) Degree from a recognized University;</p> <p>ii) Post Graduate Degree or Diploma or equivalent in Animation & Visual Effects from a recognized University or Institute;</p> <p>iii) At least 5 years' post qualification professional experience in Visual Effects post production.</p> <p>iv) Visual Effects supervision experience in at least two major films</p> <p>b) Desirable</p> <p>i) Expertise in latest technical & curricular development in the field</p> <p>ii) Expertise in industry standard software packages like: Maya, Houdini, Photoshop, Boujo, Modo, Combustion, Corel Painter, Illustrator,</p>	<ul style="list-style-type: none"> ⊙ Specific theoretical teaching in the respective subjects in course/specialization in conventional Film practices AND new emerging Digital/ Electronic Media, as applicable; ⊙ Shall conduct other practical classes and training schedules as per departmental requirements and routine/programme; ⊙ Shall be responsible for oneto-one student guidance; ⊙ Shall cooperate and assist in carrying out the functions relating to the educational responsibilities like regular classes, projects, workshops, lab visits, study tours, etc.; ⊙ Shall prepare & publish class routine and workshop/project/exercise as per schedule; ⊙ Shall conduct examination(s) and perform related work in any examination; ⊙ Shall evaluate answer scripts of students for respective

			<p>Premier, etc</p> <p>viii) Thorough understanding in Animation principles and VFX production and Animation pipeline.</p> <p>iii) Post Graduate teaching experience in Animation in an institution /organisation of repute.</p> <p>(Candidates are required to produce evidence of professional work done)</p>	<p>examinations conducted by the Institute;</p> <ul style="list-style-type: none"> ⊙ Shall undertake internal assessment of students; ⊙ Shall assess the project(s)/exercises in their own capacity or as a member of an assessment board; ⊙ Shall prepare result and undertake related jobs; ⊙ Shall perform the duties with regard to the admission of the students; ⊙ Shall ensure preventive maintenance and smooth running condition of the Department's equipment; ⊙ Shall supervise projects and report to HoD. ⊙ Shall perform such other duties and functions as may be assigned to him by the Director, Dean, concerned HoD and other Authorities.
10	Assistant Professor, Audiography	50,000/-	<p>a) Essential:</p> <p>i) Degree from a recognized University;</p> <p>ii) Post Graduate Degree or Diploma or equivalent in Sound Recording/Audiography from a recognized University or Institute;</p> <p>iii) At least 5 years' post qualification professional experience as Sound Recordist in film/TV and/or teaching experience in Sound Recording in a reputed organization or institution</p> <p>b) Desirable</p> <p>i) Working knowledge in Computer.</p> <p>ii) Good knowledge of Film and TV media in India and abroad</p> <p>(Candidates are required to produce evidence of professional work done)</p>	<ul style="list-style-type: none"> ⊙ Specific theoretical teaching in the respective subjects in integrated course/specialization in conventional Film practices AND new emerging Digital/ Electronic Media, as applicable; ⊙ Shall conduct other practical classes and training schedules as per Departmental requirements and routine/programme; ⊙ Shall be responsible for oneto-one student guidance; ⊙ Shall cooperate and assist in carrying out the functions relating to the educational responsibilities like regular classes, projects, workshops, lab visits, study tours, etc.; ⊙ Shall conduct examination(s) and perform related work in any examination; ⊙ Shall evaluate answer scripts of students for respective examinations conducted by the Institute; ⊙ Shall undertake internal assessment of students; ⊙ Shall assess the project(s)/exercises in their own capacity or as a member of an assessment board; ⊙ Shall prepare result and undertake related jobs; ⊙ Shall perform the duties with regard to the admission of the students;

				<ul style="list-style-type: none"> ⊙ Shall ensure preventive maintenance and smooth running condition of the Department's equipment; ⊙ Shall supervise projects and report to HoD. ⊙ Shall perform such other duties and functions as may be assigned to him by the Director, Dean, concerned HoD and other Authorities.
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Interested candidates who fulfil the above requirements may send their neatly 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 **Thiruvananthapuram**. The application shall reach the office of the Institute on or before **30.11.2016**.

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 trade test 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