

NATIONAL FILM DEVELOPMENT CORPORATION LTD (NFDC)

(A Government of India Enterprise)

NFDC – FD Complex, 5th Floor, NMIC Building, 24 Dr. Gopalrao Deshmukh Marg, Mumbai 400 026

CIN – U92100MH1975GOI022994

ADV-27/Contractual/2025

Invites applications for the following various posts on contractual basis

Manager (Standards) for Skill & Talent Development – 1 Post, for 1 year Regional Office, New Delhi

Educational Qualification	:	Post Graduate Degree in Media & Entertainment
Experience	:	Minimum 8 years of relevant experience in a reputed field.
Roles & Responsibilities	:	Validate content, including qualification files, participant handbooks and facilitator guided, ensuring relevance to Industry Standards
Age	:	Up to 45 years
Remuneration	:	Rs. 1,00,000/- per month all inclusive

Manager (Business Development) for Skill & Talent Development – 1 Post, for 1 year Regional Office, Delhi

Educational Qualification	:	Post Graduate in Media & Entertainment/Management
Experience	:	Minimum 10 years of relevant experience in a reputed field.
Roles & Responsibilities	:	Onboarding institutions, generating business opportunities in the Skill vertical within the Media & Entertainment Sector and engaging with Industry of CSR initiatives and govt. projects. Preferred Background: Experience in the Skill Development Vertical, Govt. sector or consulting firm
Age	:	Up to 45 years
Remuneration	:	Rs. 1,00,000/- per month all inclusive

Assistant Manager – Vocational Assessment (Operations & MIS) – 1 Post, for 1 year Regional Office, Delhi

Educational Qualification	:	BBA/MBA
Experience	:	Minimum 4 years of experience in vocational assessments and operations
Roles & Responsibilities	:	Manage project data and reporting, ensuring the efficient handling of management information systems
Age	:	Up to 45 years
Remuneration	:	Rs. 85,000/- per month all inclusive

Associate Film Programmer – 3 Posts, Delhi, for 6 months

Educational Qualification	:	Graduate/Post Graduate degree in Journalism/Media & Entertainment/ Mass Communication/Film Study/Humanities or other allied creative fields from a recognized Institute/University.
Experience	:	4 years relevant experience related to International Film Festival/Film Programming/Film Market/Writing on Cinema. Applicants with catalogue editing expertise/experience are specially encouraged to apply. The candidates should have the ability to manage r specific sections of International Film Festival. Good command in spoken and written English. Computer Skill in new interactive media and knowledge of MS office (Word, Power Pint & Excel etc.)
Age	:	Up to 45 years
Remuneration	:	Rs. 70,000/- per month all inclusive

Festival Coordinator – 3 Posts, Delhi, for 6 months

Educational Qualification	: Graduate/Post Graduate degree preferably in Journalism/Media & Entertainment/Mass Communication/Film Study/MBA/Event Management/Finance/Commerce/Economics/Humanities from a recognized Institute/ University.
Experience	: 2 years relevant experience related to Film Festival/Film Programming /Event Management/website maintenance/ Finance/administration or any other allied related work. Candidates with good drafting/noting skills and content writing abilities will be preferred. Experience of process of film selection and handling of various jury/ committees of the festivals and guests of National and International stature. Experience in assessment/ Management of technical requirement for conducting Masterclasses/Workshop/ Interactive sessions, travels and logistics arrangements, Event Management, celebrity/talent management, etc. A good knowledge of Cinema. Good command in spoken and written English. Those with good MS-excel and software skills.
Age	: Up to 45 years
Remuneration	: Rs. 50,000/- per month all inclusive

Festival Attendants – 2 Posts, for 1 year Delhi

Educational Qualification	: SSC Passed
Experience	: 1 year experience as Attendant Desirable: Experience as Attendant for any International Film Festival providing assistance to the Coordination Committee or Jury/Preview Committee during screenings of the films in Delhi, or similar nature of work. Those with English reading ability are encouraged to apply.
Age	: Up to 45 years
Remuneration	: Rs. 22,000/- all inclusive

Sr. Film Programmer & Coordinator (For Mission & Embassies) – 1 Post, for 1 year Mumbai

Education Qualifications	: Graduate/Post Graduate degree in Journalism/Media & Entertainment/ Mass Communication/Film Study/Humanities or other allied creative fields from a recognized Institute/University
Experience (in yrs.)	: 4 years relevant experience related to International Film Festival/Film Programming/Film Market/Writing on Cinema. Applicants with catalogue editing expertise/experience are specially encouraged to apply. The candidates should have the ability to manage r specific sections of International Film Festival. Good command in spoken and written English. Computer Skill in new interactive media and knowledge of MS office (Word, Power Pint & Excel etc.)
Roles & Responsibilities	: 1. Creating a master online database of all the films selected under Indian Panorama since 1978 and all the films won under National Film Awards since, this includes the promotional contents and screening materials. The total number of films from both the NFA and Indian Panorama will be more than 5500 films. In addition, all the content coordination for NFDC & NFDC-NFAI films. 2. Curation of films for the festival based on the theme proposed by the respective Embassy. 3. Coordination with the production house/ right holders of respective

		<p>films with regard to the updated digital version of the films and promotional materials</p> <p>4. Coordination with the Print Unit (NFDC) and NFDC-NFAI (ARCHIVE DEPARTMENT) for screening materials delivery with the materials available in the library of NFDC and NFAI</p> <p>5. Sourcing and collection of datas for the press kits of respective films</p> <p>6. Timely delivery of promotional contents and screening materials</p> <p>7. Additional assignment or responsibility of tasks assigned by HoD</p>
Age	:	Up to 35 years
Remuneration	:	Rs. 60,000/- per month all inclusive
Executive Film Programmer & Coordinator (For Missions & Embassies) – 1 Post, for 1 year Mumbai		
Education Qualifications	:	Graduate/Post Graduate degree preferably in Journalism/Media & Entertainment/Mass Communication/Film Study/MBA/Event Management /Finance/Commerce/Economics/Humanities from a recognized Institute/ University
Experience (in yrs.)	:	<p>2 years relevant experience related to Film Festival/Film Programming /Event Management/website maintenance/ Finance/administration or any other allied related work. Candidates with good drafting/noting skills and content writing abilities will be preferred.</p> <p>Experience of process of film selection and handling of various jury/committees of the festivals and guests of National and International stature. Experience in assessment/ Management of technical requirement for conducting Masterclasses/Workshop/ Interactive sessions, travels and logistics arrangements, Event Management, celebrity/talent management, etc. A good knowledge of Cinema. Good command in spoken and written English. Those with good MS-excel and software skills.</p>
Roles & Responsibilities	:	<p>1. Creating a master online database of all the films selected under Indian Panorama since 1978 and all the films won under National Film Awards since, this includes the promotional contents and screening materials. The total number of films from both the NFA and Indian Panorama will be more than 5500 films. In addition, all the content coordination for NFDC & NFDC-NFAI films.</p> <p>2. Curation of films for the festival based on the theme proposed by the respective Embassy.</p> <p>3. Coordination with the production house/ right holders of respective films with regard to the updated digital version of the films and promotional materials</p> <p>4. Coordination with the Print Unit (NFDC) and NFDC-NFAI (ARCHIVE DEPARTMENT) for screening materials delivery with the materials available in the library of NFDC and NFAI</p> <p>5. Sourcing and collection of datas for the press kits of respective films</p> <p>6. Timely delivery of promotional contents and screening materials</p> <p>7. Additional assignment or responsibility of tasks assigned by HoD</p>
Age	:	Up to 35 years
Remuneration	:	Rs. 50,000/- per month all inclusive

General Conditions:

1. Interested candidates may apply through NFDC Linked in portal on or before 27th January 2025.
2. NFDC takes no responsibility for any delay in receipt of any application or communication.
3. Though the initial place of posting will be as per advertisement, the selected candidates will be required to serve in any part of India as per the discretion/requirement of NFDC.
4. Candidates are advised to keep their e-mail ID active at least for one year. No change in e-mail ID will be allowed once entered. All future correspondence shall be sent via e-mail or at the permanent address mentioned by the candidates in the application form.
5. Any corrigendum/amendment in respect of the above advertisement shall be made available only on website hence prospective applicants are advised to visit NFDC website regularly for above purpose.
6. Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
7. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or applications in response thereto shall be subject to jurisdictions of Courts at Mumbai.
8. The management reserves the right in relaxing age/qualification of deserving candidate for the above post.
9. The Management reserves the right to reject any application/candidature at any stage without assigning any reason.
10. Management reserves the right to not to fill-up the post or cancel the recruitment in the interest of the Company.