



भा. कृ. अनु. प. - राष्ट्रीय कृषि अनुसंधान प्रबंध अकादमी  
राजेन्द्रनगर, हैदराबाद-५०००३०, तेलंगाणा, भारत  
**ICAR - National Academy of Agricultural Research Management**  
(ISO 9001:2015 Certified)  
Rajendranagar, Hyderabad – 500 030, Telangana, India.



<https://naarm.org.in>

Phone No. 040-24581390 / 222 Fax No. 24015912

F.No.2-690/2023/A.IV

**WALK-IN-INTERVIEW**

20.11.2024

**Walk-in-interview** for engagement / hiring of **Visual Effects Expert (one position) & Office Assistant (one position)** purely on contract basis (temporary) will be held at the Academy. The requisite qualifications and other details like date and time of interview for engagement is available on ICAR-NAARM Website: <https://naarm.org.in> **on or after 20.11.2024.**

**DIRECTOR**

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F.No.2-690/2023/A.IV.

20/11/2024

**WALK-IN-INTERVIEW**

Candidates fulfilling the following eligibility criteria are invited to attend **Walk-in-interview** for engagement / hiring of **Visual Effects Expert (One position) & Office Assistant (One position)** on contract/short term basis (purely temporary) to work under the **Temporary/Time bound Projects at ICAR-NAARM, Rajendranagar, Hyderabad-500 030, Telangana**. The eligibility criteria and other terms and conditions for the position are as under:

Sl. No.	Name of the Project	Name of the position	No. of positions	Interview date & time to be held on	Essential Qualifications	Job requirements
1	<b>Operationalizing Digital Content for MOOCs in Dairy Education</b>	<b>Visual Effects Expert</b>	01	<b>11.12.24</b> 9.00 am	Graduation degree in the area of Visual Communication / Mass Communication / Visual Media and related disciplines or equivalent	<b>Desirable Qualifications:</b> Digital content production and editing with special effects, animation  <b>Job Description:</b> Digital course development, Digital content production, editing, Special Effects, Animation
2.	<b>NSTMIS, DST Sponsored project on “National S&amp;T Survey on Resources devoted to R&amp;D Institutes in Agriculture”</b>	<b>Office Assistant</b>	01	<b>11.12.24</b> 9.00 am	Any Degree having passed with atleast 2 <sup>nd</sup> division	---

**Terms & Conditions:**

Name of the Position	Visual Effects Expert	Office Assistant
Number of Positions	One (01)	One (01)
Name of the Project	<b>Operationalizing Digital Content for MOOCs in Dairy Education</b>	<b>NSTMIS, DST Sponsored project on “National S&amp;T Survey on Resources devoted to R&amp;D Institutes in Agriculture”</b>
Emoluments	<b>Rs. 42,000/- (Fixed) per month (Consolidated)</b>	<b>Rs. 12,000/- (Fixed) per month (Consolidated)</b>
Duration	<b>Till 30<sup>th</sup> September, 2025 or till termination of the project whichever is earlier</b>	<b>The engagement of the contractual staff is for a period of one year from date of joining or till termination of the project whichever is earlier.</b>
Upper Age Limit	<b>Men 40 years &amp; Women 45 years</b> as on date of walk-in-Interview (The upper age limit will be relaxable for SC / ST/ OBC/ Divyang / PH / Ex-Servicemen as per Govt.of India rules)	<b>Upto 27 years</b> as on date of walk-in-Interview  (The upper age limit will be relaxable for SC / ST/ OBC/ Divyang / PH / Ex-Servicemen as per Govt.of India rules)
Mode of Engagement	<b>Purely on Contract (Temporary) basis co-terminus with the Project</b>	

1. All eligible candidates are advised to be **present at least one hour before scheduled time on the date of Interview for completing the certificates verification formality. No entry / registration will be entertained after 10.00 A.M.**
2. The position is purely temporary and will be filled on contractual basis till the termination of the scheme or as per the need, whichever is earlier. Duration of engagement can be curtailed/extended as per need and subject to performance of the candidate.
3. **Already employed candidate should provide NOC from their present employer, failing which, they will not be allowed to attend Walk-in-interview.**
4. The candidate should **bring hard copy of duly filled in application form with self-attested copies of certificates, a latest passport-size Photograph and Original documents along with experience certificate(s) if any, at the time of interview.**
5. Non-production of any of original certificates for verification at the time of Interview is liable to rejection of candidature. Any candidate who has deposited original certificates with the College / University / Employer should produce Custodian Certificate.
6. The appointment of selected candidate will be subject to the condition that he/she is declared medically fit for service by the prescribed Medical Authority.
7. No **TA/DA** will be paid to the candidates for attending the interview.
8. **If the turnover for walk-in-interview is more, the Academy may consider to extend the date of interview for the next day and also to have a written screening test.**
9. **Candidates are required to make the food arrangements on their own.**
10. The Candidates must follow the **COVID-19 guidelines** prescribed / issued by MHA / MH&FW, Govt.of India and local authorities at the time of walk-in-interview :
  - (i) **Wearing of mask**
  - (ii) **Physical distancing**
  - (iii) **Use of sanitizer and frequent hand washing with soap and water**
11. Director, ICAR-NAARM reserves the right to increase / decrease the number of vacancies as per requirement.
12. The decision of the Director, ICAR-NAARM / Project Leader / Project Coordinator of the project will be final and binding in all aspects.

**Other Terms & Conditions:**

- a) The engagement will not constitute a regular job or appointment of any nature in the ICAR-NAARM.
- b) Concealing of facts and canvassing in any form shall lead to disqualification or termination of candidature.
- c) Candidate should be willing to complete the allotted work in time. Work may be allotted based on the requirement of the Project / Unit.
- d) The working hours will be same as regular employees of ICAR. No extra benefits will be allowed for working beyond office hours.
- e) The selected candidates shall have to comply with the provisions of "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013".

<b>ICAR-National Academy of Agricultural Research Management</b> Rajendranagar, Hyderabad – 500 030 (Notification / Advertisement F.No.2-690/2023/A.IV, dated 20/11/2024)	Latest Passport size photograph
<b>Application for the post of :</b> _____ <b>(S.No.)</b> _____	
<b>Date of Walk-in-Interview :</b> _____	

1.	Full Name in Block Letters			
2.	Father / Husband Name			
3.	Sex	Male / Female / Transgender		
4.	Date of Birth and Age as on date of walk-in-Interview (attach self-attested photo copy)	D.O.B.:	Age : _____ years	
5.	Category (Gen/SC/ST/OBC/PH) (attach self-attested photo copy) – the caste certificate must be in the prescribed format issued by Govt.of India.			
6.	Address for Communication with PIN Code			
	Contact No.	Mobile No :		
	E-mail			
7.	Educational Qualifications (from Highest degree onwards) Attach self-attested photo copy of Highest degree & Proof of date of birth (10 <sup>th</sup> Class, etc.)			
	Qualifications	Board / Univ.	Division	% of Marks
	(a)			
	(b)			
	(c)			
	(d)			
8.	Experience if any (attach a self-attested photocopy)	Name of the Organization	Designation	Duration
9.	Other Information, if any			

**UNDER TAKING**

I do hereby declare and certify that the information furnished in the application are correct and true to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect / incomplete or ineligibility being detected at any time before or after the test / selection, my candidature is liable to be rejected/ cancelled without notice. I shall be bound by the decision of Director, ICAR-NAARM, Hyderabad.

Place: \_\_\_\_\_

Date : \_\_\_\_\_

**Signature of the Candidate** \_\_\_\_\_

Name \_\_\_\_\_