

## CHILDREN'S FILM SOCIETY, INDIA

*An Autonomous Body under the Ministry of Information & Broadcasting, Government of India*

Applications are invited for the post of **Production Head**

CFSI is a national government organization committed to producing, distributing and exhibiting children's films that are both entertaining and educative.

We are looking for a highly creative, dynamic and committed professional to lead CFSI's Production Department and take forward CFSI's mandate to produce quality cinema for children.

### **Responsibilities:**

- \* Ensuring quality and timely delivery of projects through effective and constant liaison & co-ordination with directors / Executive producers involved with CFSI projects
- \* Evaluation (creative, technical, financial) of synopsis, script and other movie related proposals
- \* Monitoring CFSI supported projects through pre-production, production and post-production stages
- \* Purchase and use of raw stock (film and video) and utilization and maintenance of all equipment
- \* Production and procurement of all material/formats required for marketing, exhibition and promotion of films like posters, DVD covers, subtitling and dubbing etc
- \* Responsible for efficient and secure up-keep of CFSI produced negatives, prints, video, digital content and if and when required for restoration of CFSI content
- \* Manage and co-ordinate all staff and activities under Production Department
- \* Monitor, review and report on all production activities

### **Essential:**

- \* Degree of a recognized university
- \* Experience of film or TV production
- \* Experience of working with children or on programmes for children
- \* Ability to communicate fluently, orally and in writing, in Hindi and English
- \* Knowledge of one Indian language other than Hindi
- \* Knowledge of Indian history & Culture.

### **Desirable aptitudes & knowledge:**

- \* The candidate must have studied film/ TV/ media from a recognized university (degree/diploma)
- \* The candidate should have at least 8 years experience in production of film/ television content
- \* The candidate should have relevant managerial and administrative experience
- \* Relevant knowledge about technical innovations and their availability in the industry
- \* Self-motivated individual, with organizational and leadership capacities
- \* Creative and innovative
- \* Positive outlook with stress tolerance
- \* Age not exceeding 45 years.

Candidates working in Government/Quasi Government, Public Sector Undertakings should send their application through proper channel along with their vigilance clearance and their CR dossiers for a period of 5 years.

The post carries the Pay Band-3 Rs.15600-39100 + Grade Pay 6600/- (the gross emoluments at the minimum of the pay band being Rs.46, 148/- p.m. inclusive of DA, HRA and Transport Allowance at the present rate).

Application with bio-data to be addressed to **The Chief Executive Officer, Children's Film Society, India, 8<sup>th</sup> Floor, Films Division, 24' Dr. G.Deshmukh Marg, Mumbai-400026 by super-scribing the envelope mentioning the post applied for should reach within 30 days** of publication of this advertisement.