

<p align="center">NATIONAL FILM DEVELOPMENT CORPORATION LTD (NFDC) (A Government of India Enterprise) 5th Floor, NMIC Building, NFDC – FD Complex, 24, Pedder Road, Cumballa Hill, Mumbai – 400 026 CIN – U92100MH1975GOI022994 Advertisement No. 022/Contractual/2024/FB</p>		
Invites application for the following posts on contractual basis for Film Bazaar 2024		
<p align="center">ASSISTANT COORDINATOR EVENTS – 1 Post – Mumbai for 4 months (From – August to 15th December 2024)</p>		
Educational Qualification	:	Graduate degree in Any discipline
Experience	:	4 years relevant experience of Events/Festivals
Desirable	:	Graduate in Mass Communication /Film Studies/Humanities
Job Responsibilities	:	1. Coordinating with EMA, scheduling, logistics and ensuring the smooth execution of events. 2. Keeping track of scope of work, additions and deletions in the requirements list. 3. Guiding the EMA team on the layout requirements, overlooking the inventory.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay Rs. 55,000/- all inclusive
<p align="center">EDITOR (For WIP/VR Lab) – 1 Post – Mumbai 3 months (From – 1st Sept to 30th November 2024)</p>		
Educational Qualification	:	Graduate Degree in Any discipline. Diploma/Certificate in using Editing Software
Experience	:	3 years relevant experience
Desirable	:	Work Experience as an Editor and in Film Production House
Job Responsibilities	:	1. Responsible for accumulating and managing the entries and data received during the course of the application process for the Viewing Room & Work-in-Progress Lab. 2. Corresponding with filmmakers/applicants regarding their applications. 3. Assist the editing mentors and the participants of the WIP Lab during the days of Film Bazaar.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 40,000/- all inclusive
<p align="center">EXECUTIVE FOR MARKET SCREENINGS – 1 Post – Mumbai 4 months (From August to 15th December 2024)</p>		
Educational Qualification	:	Graduate Degree in Any discipline
Experience	:	4 years of relevant experience

Desirable	:	Work Experience in International Film Festivals/Exhibitions or Film Production House
Job Responsibilities	:	1. Responsible for handling activities pertaining to selling of Market Screening slots of films. 2. Responsible for selling branded spots.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 55,000/- all inclusive
ASSISTANT PROGRAMMER – 1 Post – Mumbai 4 months (From August to 15th December 2024)		
Educational Qualification	:	Graduate in Any Discipline
Experience	:	3 years relevant experience
Desirable	:	Graduate in Mass Communication/Media/Humanities
Job Responsibilities	:	1. Guest coordination and itinerary management of guests in the Knowledge Series with senior programmer. 2. Research and compilation of catalogue and editorial for Knowledge Series in coordination with the Senior Programmer. 3. Maintaining & updating guest schedule and sharing regular updates with other concerned teams.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 40,000/- all inclusive
REGISTRATION JR. EXECUTIVE – 1 Post – Mumbai 4.5 months (From – August to 15th December 2024)		
Educational Qualification	:	Graduate in Any discipline
Experience	:	3 years relevant experience
Desirable	:	Work Experience as a back-end assistant for national or international film festival
Job Responsibilities	:	1. Working on the Film Market software for registration of all the delegates attending Film Bazaar. 2. Assisting Sr. Registration executive to coordination with all the respective verticals of Film Bazaar for registration related queries. This also includes responding to emails and queries related to registration in coordination with the heads of all the verticals of Film Bazaar. 3. Working on the Film Market Software regarding database building, other backend work and accreditation. 4. Assisting Sr. Registration executive to collect all the data, editing and putting together all the details of delegates attending the Bazaar in Market guide of Film Bazaar. 5. Update and maintain all delegate/guest data on the Film Market software.

		6. Assisting Sr. Registration executive for on the spot registration during Film Bazaar days.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 40,000/- all inclusive
CATALOGUE EDITOR – 1 Post – Mumbai for 2.5 months (From 15th Sept to 30th November 2024)		
Educational Qualification	:	Graduate/PG in English Literature
Experience	:	4 years relevant experience
Desirable	:	Work Experience as a Copywriter
Job Responsibilities	:	Proofreading and Copy Editing catalogues of all the verticals of Film Bazaar.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 55,000/- all inclusive
EXECUTIVE FOR INTERNATIONAL GUEST RELATIONS – 1 Post – Mumbai for 5 months (From August to 15th December 2024)		
Educational Qualification	:	Graduate in any discipline
Experience	:	4 years relevant experience
Desirable	:	Has done a certificate course from IATA
Job Responsibilities	:	<ul style="list-style-type: none"> 1. Maintaining and updating the guest list (International) in coordination with the Director and Deputy Director of Film Bazaar. 2. Coordinating tickets booking (between the guest and travel agency) for the invited/confirmed guests. 3. Coordinating with the Film Bazaar officials for the accommodation related to all the international invited guests. 4. Coordinating with invited international guests regarding their local/domestic transportation. 5. Coordination with the catalogue team to ensure that all the international invited guests have been captured correctly in the Market Guide. 6. Co-ordinating with Hospitality executive for hotel and transpiration of the guest.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 55,000/- all inclusive
SENIOR EXECUTIVE – PRODUCERS' LAB – 1 Post – Mumbai for 3 months (From 1st Sept to 15th December 2024)		
Educational Qualification	:	Graduate, Degree in Any discipline
Experience	:	5 years relevant experience
Desirable	:	Work experience in production and producing necessary.
Job Responsibilities	:	Working experience in film producing Corresponding with participants in regards to their applications. Be responsible for all communication with the participants who submit their application for this programmer Co-ordinating and

		corresponding with the mentors and speakers for the Programmer Arranging the 4 days workshop keeping in responsibilities of a producer.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 65,000/- all inclusive
SENIOR EXECUTIVE – STUDENT PRODUCERS’ LAB – 1 Post – Mumbai for 3 months (From 1st Sept to 15th December 2024)		
Educational Qualification	:	Graduate, Degree in Any discipline
Experience	:	5 years relevant experience
Desirable	:	Excellent command over English is mandatory. Being an avid reader will be an added advantage.
Job Responsibilities	:	Working experience in film producing Corresponding with participants in regards to their applications. Be responsible for all communication with the participants who submit their application for this programmer Co-ordinating and corresponding with the mentors and speakers for the programmer Arranging the 4 days’ workshop keeping in responsibilities of a producer.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 65,000/- all inclusive
EXECUTIVE FOR HOSPITALITY – 1 Post – Mumbai for 2 months (From Oct to 30th November 2024)		
Educational Qualification	:	Graduate in any discipline
Experience	:	3 years relevant experience
Desirable	:	Hotel Management
Job Responsibilities	:	Coordinating with International and Domestic guest relation executive for Hotel stay/drop and pick up Coordinating with all the hotels blocked for Film Bazaar Guests.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 50,000/- all inclusive
EXECUTIVE FOR DOMESTIC GUEST RELATIONS – 1 Post – Mumbai for 4 months (From August to 15th December 2024)		
Educational Qualification	:	Graduate in any discipline
Experience	:	4 years relevant experience
Desirable	:	Has done a certificate course from IATA
Job Responsibilities	:	<ol style="list-style-type: none"> 1. Maintaining and updating the Domestic guest list in coordination with the Film Bazaar head 2. Coordinating tickets booking (between the guest and travel agency) for the invited/confirmed guests. 3. Coordinating with the Film Bazaar officials for the accommodation related to all the international invited guests. 4. Coordination with the catalogue /registration team to ensure that all the international invited guests have been captured correctly in the Market Guide. 5. Co-coordinating with Hospitality executive for hotel and

		transpiration of the guest.
Age	:	Up to 45 years
Remuneration	:	Consolidated pay of Rs. 55,000/- all inclusive
General Conditions: <ol style="list-style-type: none"> 1. Interested candidates may fill up the application form on NFDC Samarth portal (nfdcindiaant.samarth.edu.in) on or before 12th August 2024. 2. NFDC takes no responsibility for any delay in receipt or loss in postal transit 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 Samarth Portal 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. 		