

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY
ELECTRONIC MEDIA PRODUCTION CENTRE
Maidan Garhi, New Delhi - 110068**

EMPC, IGNOU, invites applications for the following vacancies on 6 months contract basis renewable up to two years or 65 years of age, whichever is earlier, in FM Gyan Vani Delhi Station. The vacancies are for 02 Administrative Associates (on contract basis) at FM Gyan Vani Delhi Station:

Administrative Associates (On a consolidated amount of Rs. 30,000/- per month)

Qualification & Experience:

(A) A Graduate from a recognized university with Degree / Diploma in Mass Communication and Journalism (or related areas).

(B) Experience in Programme Production / Programme Management / Journalism for at least one year. Preference will be given to those having experience in Audio Programme Production.

OR

Superannuated / Retired Transmission Executive / Programme Executive / Assistant Engineer or above from AIR / DD / other Central or state Govt. broadcast organizations and private channels of repute.

Please send your application by post in the prescribed format as given below neatly 'typed' along with the self-attested copies of all the certificates as required for the post at the following address so as to reach on or before 05.08.2026. The University reserves the right to accept or reject any or all the applications.

The Director
Electronic Media Production Centre
IGNOU
MAIDAN GARHI
NEW DELHI-110068

**Application form for contractual engagement for the post of 'Administrative Associates' at
Gyan Vani FM Delhi station:**

- 1) Name of Applicant :
- 2) Father's Name :
- 3) Date of Birth :
- 4) Address :
- 5) Mobile /Tel.No. :
- 6) Email ID :
- 7) Educational Qualification :
- 8) Technical/ Professional Qualification :
- 9) Working Experience in the relevant Field :
- 10) Present Employment, if any :
- 11) References :
- 12) Copy of Aadhar Card :
- 13) Any Other details :

Date:

Place:

