

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-26/Contractual/2024

Invites applications for the following posts on contractual basis for a period of One Years

Deputy Manager (Film Production) – 1 Post, Head office, Mumbai

Educational Qualification	:	Degree in Film Production/Direction/Media management or equivalent from a recognized Institute Desired Education: Certificate in Project Management/Film Financing/Film Production/Film making.
Experience	:	The ideal candidate should have a minimum of 8-10 years of experience in the relevant field Expertise in MS-Office, Excel, & PowerPoint.
Roles & Responsibilities	:	Key Responsibilities: 1. Oversee the end-to-end process of film production, including pre-production, production, and post-production activities. Should know the production pipeline for Live Action, Animation and Documentary Film Production. 2. Manage film budgets, ensuring cost efficiency while maintaining quality standards. 3. Collaborate with directors, producers, writers, and crew members to ensure seamless execution of projects. 4. Coordinate with national and international production houses, studios, and talent agencies. 5. Ensure compliance with all statutory requirements, including licensing, permits, and production safety guidelines, drafting agreements and letters. 6. Develop and implement strategies to ensure the timely delivery of film projects, within budget constraints. 7. Supervise the creative and technical teams during the film production process. 8. Review and approve scripts, production schedules, and casting decisions. 9. Ensure that NFDC's objectives in promoting and nurturing regional cinema are integrated into film production plans. 10. Collaborate with marketing and distribution teams to ensure films reach their target audiences successfully. 11. Act as the key liaison for government bodies, funding agencies, and legal teams for all film production-related matters. 12. Provide leadership and guidance to the film production team, ensuring alignment with NFDC's mission and values. 13. Identify potential risks during the production process and proactively implement solutions to mitigate them. 14. Manage resource allocation effectively, ensuring the smooth functioning of production units. 15. Regularly report to senior management on the progress of ongoing projects, highlighting challenges and milestones. 16. Develop long-term strategies for enhancing NFDC's film production capabilities and increasing its footprint in the global film industry. 17. Handling responsibilities to handle RTI queries regarding production. 18. Handling IPR of projects 19. Should be always ready to work on multiple task as allotted by the organization for various events.
Age	:	Up to 40 years
Remuneration	:	Rs. 85,000/- per month all inclusive

General Conditions:

- Interested candidates may fill up the application form on NFDC Samarth portal (nfdcindiaant.samarth.edu.in) on or before **31st December 2024**.
- NFDC takes no responsibility for any delay in receipt or loss in postal transit of any application or communication.
- 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.