



জাতীয় কারিগরী শিক্ষক প্রশিক্ষণ ও গবেষণা প্রতিষ্ঠান, কোলকাতা
राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान, कोलकाता
NATIONAL INSTITUTE OF TECHNICAL TEACHERS'
TRAINING & RESEARCH, KOLKATA
(Institution Deemed to be University, Ministry of Education, Govt. of India)
Block-FC, Sector-III, Salt Lake, Kolkata-700 106
Website: <http://www.nitttrkol.ac.in>

Advertisement for Engagement of (i) Editor-cum-Graphic Designer and (ii) Technician on Contract Basis

The National Institute of Technical Teachers' Training and Research (NITTTR), Kolkata invites online applications from eligible candidates for engagement of one Editor-cum-Graphic Designer and one Technician on contract basis.

The last date for submission of online applications is 23/10/2026.

For detailed eligibility criteria, terms and conditions, and the online application link, please visit the Institute's website: www.nitttrkol.ac.in.

Advt. No. 05/2026-27

DIRECTOR



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ADVERTISEMENT FOR ENGAGEMENT OF (I) EDITOR-CUM-GRAPHIC DESIGNER AND (II) TECHNICIAN ON CONTRACT BASIS

The National Institute of Technical Teachers' Training and Research (NITTTR), Kolkata invites online applications from eligible candidates for engagement of one Editor-cum-Graphic Designer and one Technician, purely on a contractual basis. The details of each post are as follows:

I. EDITOR-CUM-GRAPHIC DESIGNER:

1	Name of Post	Editor cum Graphic Designer
2	Nature of the Post	Contractual
3	No. of Post	01(One)
4	Essential Qualification	Passed Higher Secondary with Certificate in video editing from a reputed Institute. Candidates having higher qualification than essential qualification, are also eligible for apply.
5	Essential Experience	Minimum 2 years working experience in the relevant field
6	Age	Preferably below 40 years
7	Job Specification	• Knowledge in Educational Video Production system • Editing from raw footage using editing software like Adobe Premier Pro, FCP 7 and X etc. • Preparing 2D/3D graphics and animation for videos • Operating PTZ Camera, Switcher, Graphic Tablet and various Computer related e-classroom tools • Working knowledge in various software like MS Office, Photoshop etc. • Knowledge in preparing Flyers, Banner, Information Brochure, etc. • Monitoring and operating smart classrooms. • Photography and recording for different events. • Other relevant work as and when required by the Section/Institute.
8	Tenure	12 Months (maximum)
9	Remuneration(Consolidated)	Rs 40,000 - Rs 50,000 per month (negotiable based on the merit and experience of the applicant)

NB: A practical exam, editing from raw footage followed by an interview will be conducted for the selection process.

Link for online application: <https://forms.gle/8ft9tVtcfki43ke8A>
Or [click here](#)

II. TECHNICIAN:

1	Name of Post	Technician
2	Nature of the Post	Contractual
3	No. of Post	01(One)
4	Essential Qualification	Madhyamika with Diploma in Computer Science & Technology / Diploma in Information Technology or Diploma in Computer Application or Diploma in Electronics & Communication Engineering or Diploma in any other relevant field. Candidates having higher qualification than essential qualification, are also eligible for apply.
5	Essential Experience	Minimum 2 years working experience in the relevant field
6	Age	Preferably below 40years
7	Job Specification	• Knowledge in networking system • Monitoring and operating smart classrooms. • Photography and recording for different events. • Knowledge in operating PTZ Camera, Switcher, Graphic Tablet and various Computer related e-classroom tools • Knowledge in various software like MS Office, Photoshop etc. • Knowledge in preparing Flyers, Banner, Information Brochure, etc. • Assisting in Video Production work • Designing training program calendar, generating grade sheets in ABC portal, etc. • Other relevant work as and when required by the Section/Institute.
8	Tenure	12 Months (maximum)
9	Remuneration(Consolidated)	Rs. 35,000 – Rs. 45,000 per month (Based on the merit and experience of the applicant)

NB: A practical exam, Handling & Setting up of e-Classroom equipment, followed by an interview will be conducted for the selection process.

Link for online application: <https://forms.gle/RQqzDUXymV7rWuKR9>

Or [click here](#)

Interested candidates may submit their online applications through the respective link provided against each post above.

Candidates wishing to apply for more than one post shall submit separate online applications for each post.

The last date for submission of online applications is 23/10/2026. Applications received after the prescribed closing date shall not be considered under any circumstances, even if the online application system permits submission.

Advt. No. 05/2026-27

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GENERAL TERMS AND CONDITIONS:

1. Candidates are advised to carefully read the prescribed essential qualifications, age limit, eligibility conditions, experience, and other requirements specified in this advertisement before applying for the post. As applications will be screened based on the information furnished by the candidates in the online application form, candidates must ensure that they fulfil all the prescribed eligibility criteria for the post applied for.

If, at any stage of the recruitment/selection process or thereafter, it is found that a candidate has furnished any false, incorrect, incomplete, or misleading information or has suppressed any material fact, his/her candidature shall be liable to be cancelled. If already appointed, the appointment shall be liable to be terminated, without prejudice to any other action that may be taken under the applicable rules.

2. Once submitted, the online application cannot be modified, edited, or resubmitted under any circumstances. Candidates are, therefore, advised to carefully verify all particulars entered in the application form before final submission. No request for any change, correction, or modification of the information furnished in the application shall be entertained after submission.
3. Fulfilment of the prescribed qualifications and experience is an essential requirement. However, mere fulfilment of the eligibility criteria does not entitle a candidate to be called for any stage of the recruitment/selection process.

Where the number of applications received is large in comparison to the number of advertised posts, the Institute may restrict the number of candidates to be called for the selection process by adopting higher or additional shortlisting criteria, as recommended by the Screening/Shortlisting Committee, based on academic performance, relevant experience, or any other objective criteria considered appropriate. Only the shortlisted candidates shall be called for the subsequent stages of the recruitment/selection process.

Alternatively, the Institute may decide to call all applicants for the initial stage of the recruitment/selection process without prior scrutiny of their eligibility or supporting documents. In such cases, verification of eligibility, qualifications, experience, and other credentials shall be carried out only in respect of candidates shortlisted for the subsequent stage(s) of the recruitment/selection process or at any stage as decided by the Institute. If, upon verification, any candidate is found ineligible or to have furnished false, incorrect, or misleading information, his/her candidature shall be cancelled at any stage of the recruitment process without assigning any reason.

4. Candidates are advised to furnish complete and accurate details of their educational qualifications, academic performance, and relevant work experience in the online application form. The eligibility of the candidates shall be determined solely on the basis of the information furnished in the application. Any qualification or experience not claimed or adequately supported in the application shall not be considered at any stage of the recruitment/selection process.



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5. **Travelling Allowance (TA):** No Travelling Allowance (TA) shall be admissible to candidates appearing for the written test, skill test, interview, or any other stage of the selection process.
6. The post is purely contractual in nature, and the engagement shall be subject to satisfactory performance.
7. **How to Apply:** Applicants may submit their applications online by filling out the application form available through the link provided in this advertisement before **23/10/2026**.
8. Candidates wishing to apply for more than one post shall submit separate online applications for each post.
9. **Applications received after the prescribed closing date shall not be considered under any circumstances, even if the online application system permits submission.**
10. Candidates are advised to provide their correct and active e-mail address in the online application form, as all communications, including the issuance of the Admit Card and other relevant information, shall be sent through e-mail only.
11. No correspondence or queries from candidates regarding eligibility, status of the application, postal delays, conduct or result of any examination/test, the selection process, or any other related matter shall be entertained.
12. Any dispute arising out of or in connection with this advertisement shall be subject to the exclusive jurisdiction of the competent Courts at Kolkata, West Bengal.
13. The lists of shortlisted and non-shortlisted candidates shall be published on the Institute's website (www.nitttrkol.ac.in) upon completion of the shortlisting process. Applicants are advised to visit the Institute's website regularly for updates regarding the status of their applications.

Representations, if any, from non-shortlisted candidates shall be submitted to the Institute by e-mail at admin@nitttrkol.ac.in within 07 (seven) days from the date of publication of the aforesaid lists. No representation received after the stipulated period shall be entertained.
14. The Institute reserves the right to:
 - a) Not fill any of the advertised post(s) if no suitable candidate is found.
 - b) Conduct a trade test for each non-teaching post for candidates shortlisted on the basis of their performance in the written test, wherever applicable.
15. Any addition, deletion, amendment, or corrigendum to this advertisement shall be published only on the Institute's website of NITTTR Kolkata. Accordingly, applicants are advised to visit the Institute's website regularly for updates regarding the recruitment process.
16. In the event of any dispute or ambiguity arising during the recruitment/selection process, the decision of the Director, NITTTR, Kolkata shall be final and binding on all candidates.
