

## **ABOUT RTC PROJECT**

National Institute of Fashion Technology undertook a project for the development of a national knowledge portal titled *The Repository -- Indian Textiles and Crafts* (RTC) or *Bhartiya Vastrashilpa Kosh* for the Ministry of Textiles under the Craft Cluster Initiative of the NHDP programme of DC (Handlooms & Handicrafts) in 2019. The RTC portal was launched by the Hon'ble Prime Minister of India, Shri Narendra Modi, on August 7, 2023. The RTC team at NIFT is engaged in post-launch technological and content development, which is a continuous process.

The repository has been developed to collect, organise, digitally preserve, aggregate and disseminate interrelated information on Indian traditional textiles and crafts globally. This information repository is an attempt to showcase and celebrate the long and varied tradition of textiles and crafts in India.

### **PROJECT AIM:**

To preserve and promote Indian textiles and crafts through

- a) Showcase of creativity and diversity of traditional Indian textile, clothing and crafts, and their continuity in contemporary India
- b) Digitization of both tangible and intangible research related to textiles, apparel and allied areas
- c) Assimilation of information resource pertaining to Indian textile and apparel industry.

### **PROJECT OBJECTIVES:**

- Dissemination of historical and contemporary information and narratives on Indian textiles, clothing and crafts to a global audience comprising research scholars, craft enthusiasts and relevant industry.
- Creating an integrated database of craft practitioners to promote and provide direct access to Indian and international stakeholders.
- Develop visual databank of images, films, audio-visuials, podcast lecture series on craft practitioners, and designers to spread awareness about the craft, its production and applications.
- Showcasing traditional skills and knowledge of textiles and crafts by designers for contemporary market.
- Develop databank and provide access to resources like research papers, case studies, dissertations and doctoral theses on textiles, clothing and craft related areas.
- Collation of data related to market trends, trade statistics and resource directories etc pertaining to textile and apparel industry.
- Provide information on new developments and current events relating to crafts, clothing and textiles.

## Details of the posts to be filled:

Name of the Post	Experience	Qualifications	Job Description	Salary
<b>1. Technical Consultant (IT)</b>	<ul style="list-style-type: none"> <li>• Minimum 5 years experience in system administration &amp; data centre management/ Software development including, preferably, 2 years as a Technical Consultant;</li> <li>• Good knowledge and understanding of the following :               <ul style="list-style-type: none"> <li>➤ Contemporary information retrieval technologies</li> <li>➤ Machine learning technologies</li> <li>➤ Data Analytics</li> <li>➤ System security</li> <li>➤ Implementation and delivery of IT Services in a networked environment.</li> <li>➤ <b>Desirable:</b> <ul style="list-style-type: none"> <li>• Experience of - handling large scale metadata harvesting;</li> <li>• Open source technology, mobile App development;, design &amp; development of library/Institutional/ Digital repository, preferred.</li> <li>• Working with AI and/ Augmenting Technology</li> <li>• Experience of handling Govt. Projects preferred</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• M.E., (CS / IT), M.Tech., (CS/IT)/ MCA /MSC (IT) orequivalent qualification</li> </ul>	<ul style="list-style-type: none"> <li>• Create strategy and provide guidance in implementation of the technology solution;</li> <li>• Coordinate system administration &amp; data centre management</li> <li>• Management of digital contents in a networked environment;</li> <li>• Implementation of Metadata harvesting tools</li> <li>• Quality assurance of digital contents;</li> <li>• Prepare manuals, guidelines, handouts, etc. for various applications of the software;</li> <li>• Customization of software ;</li> <li>• Liaise with the technical service provider and IT professionals in collaborating bodies;</li> <li>• Day to day co-ordination of uploading, digitization activities, etc.</li> <li>• Organization &amp; conducting of trainingsessions</li> <li>• Report preparation</li> <li>• Other related activities</li> </ul>	Upto Rs. 80,000/- P.M.

<p><b>2. Content Manager</b></p>	<ul style="list-style-type: none"> <li>Postgraduate candidates should have at least 5 years of experience in research/documentation of traditional Indian Textiles /Clothing/Textile design or Textile conservation/ Textilebased Crafts or related fields;</li> </ul> <p>Graduate candidates should have at least 8 years of experience in relevant fields</p>	<ul style="list-style-type: none"> <li>M.A./M.Sc. or equivalent in Textiles/Textile &amp; Clothing/ Textile design/Fashion &amp; Apparel / TextileConservation or relateddisciplines Or NIFT/NID Graduate;</li> <li>Good articulation andwriting skills are a must</li> </ul>	<p>Assist the Content Team Lead in content management for the digital textiles &amp; crafts repository</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>Validation of selection process of cultural objects and creators as per norms</li> <li>Coordination of sourcing of contents from NIFT campuses and collaborating bodies;</li> <li>Validation &amp; final editing of created contents and documentation of cultural resources;</li> <li>Coordination of digitization of cultural information sources across the campuses</li> <li>Other related activities</li> </ul>	<p>Upto Rs. 60,000 /- P.M.</p>
<p><b>3. Creative Visualizer</b></p>	<ul style="list-style-type: none"> <li>Min 2 years of experience in Web designing, professional graphics,advertising, etc.</li> <li>Expertise in Adobe, Photoshop, ACDEE, Adobe Premier Blender, etc.</li> <li>Candidates with great conceptualizing skill and experience of developing visual archive/repository would be preferred</li> </ul>	<ul style="list-style-type: none"> <li>Bachelor's degree in Design/Fine Arts/Architecture orequivalent OR PG Diploma or equivalent in Computer Applications / Web Design/Advertising/ Mass communication /media or related fields from Government recognized institution.</li> </ul>	<ul style="list-style-type: none"> <li>Plan &amp; handle visual presentation of contents;</li> <li>Create highly interactive and immersive UI;</li> <li>High quality graphics;</li> <li>Packaging and branding of images/videos;</li> <li>Branding &amp; promotion of the portal;</li> <li>Other related activities</li> </ul>	<p>Upto Rs. 65,000 /- P.M.</p>

<b>4. Documentation and Metadata Creator</b>	<ul style="list-style-type: none"> <li>• Minimum 5 years supervisory experience in cataloguing and documentation in a digital library environment.</li> <li>• Experiences of metadata creation and harvesting and implementation of international metadata standards ( MARC and at least one non-MARC) are essential.</li> <li>• Experience of handling project based assignments would be an asset.</li> </ul>	<ul style="list-style-type: none"> <li>• Master's degree or equivalent in Library &amp; Information Science or related field with a Bachelor's degree in any other discipline</li> </ul>	<ul style="list-style-type: none"> <li>• Quality validation of metadata creation, documentation/cataloguing and classification and vocabulary control as per standards;</li> <li>• Editing of received metadata from repository partners</li> <li>• Coordination for Metadata harvesting</li> <li>• Development of resource description framework;</li> <li>• Other related activities</li> </ul>	Upto Rs. 60,000 /- P.M.
<b>5. Research Associate</b>	<ul style="list-style-type: none"> <li>• Postgraduate candidates should have atleast 3 years of experience in research or documentation in any relevant field;</li> <li>• Graduate candidates should have atleast 5 years of experience in research and documentation in any relevant field</li> </ul>	<ul style="list-style-type: none"> <li>• M.A./M.Sc. or equivalent in Textiles/Textile &amp; Clothing/ Textile design/Fashion &amp; Apparel / Textile Conservation or related disciplines Or NIFT/NID Graduate/3-4 year-diploma from a reputed design or craft institute;</li> <li>• Good articulation and writing skills are a must.</li> </ul>	<ul style="list-style-type: none"> <li>• Assist the Content Managers in research and corroboration of information and content writing for the digital repository.</li> <li>• Editing and/or compilation of craft documents and cataloguing of cultural information resources;</li> <li>• Identification and sourcing of textile collections archived by collaborating institutions, government organizations, private collectors, etc.</li> </ul>	Upto Rs. 45,000 /- P.M.
<b>6. Graphic Designer</b>	<ul style="list-style-type: none"> <li>• Minimum one year of experience in graphic design, multimedia or relevant areas</li> </ul>	<ul style="list-style-type: none"> <li>• Undergraduate/ Postgraduate degree/diploma in Fashion Communication/ Communication Design or related disciplines from a reputed Indian/ International institute.</li> <li>• Proficiency in handling graphic design software such as Corel Draw, Adobe Photoshop, Adobe Illustrator, and other design tools</li> <li>• Designing web pages using HTML, CSS, JavaScript and related</li> </ul>	<ul style="list-style-type: none"> <li>• Conceptualize and develop new design concepts for both print and electronic media.</li> <li>• Create a vast array of layouts and graphics for websites, presentations, portfolios, reports, product illustrations, etc.</li> <li>• Handle video editing, infographics and a variety of products, including brochures, banners, social media collateral, etc.</li> <li>• Skills to handle social and digital media</li> <li>• Good knowledge of the latest</li> </ul>	Upto Rs. 65,000 /- P.M.

		technologies	graphic/publication design software and their applications.	
<b>7. Subject Reviewer</b>	<ul style="list-style-type: none"> <li>• Minimum 15 years of experience in research and/or teaching Indian textiles or non-textile crafts in an institution of higher education, R&amp;D/university</li> <li><b>OR</b></li> <li>• Minimum 20 years of experience in cultural resource management in a reputed organisation/institution university/museum/gallery or a similar body related to Indian cultural artefacts</li> </ul>	<ul style="list-style-type: none"> <li>• PhD. in relevant field/ M.A./M.Sc. or equivalent in Textiles/Textile &amp; Clothing/ Textile design/Fashion &amp; Apparel/ Textile Conservation, Museology, Cultural Anthropology or a related discipline</li> </ul>	<ul style="list-style-type: none"> <li>• Review the subject-related contents in terms of authenticity, factual accuracy, writing style and consistency with the guidelines for content development and metadata creation.</li> <li>• Online editing of the contents created in the form of metadata related to cultural objects, craft profiles and other categories.</li> <li>• Evaluate the appropriateness of images and other multimedia content.</li> </ul>	Upto Rs. 60,000 /- P.M.
<b>8. Metadata Reviewer (LIS)</b>	<ul style="list-style-type: none"> <li>• Minimum 15 years of supervisory experience in cataloguing and documentation in a reputed academic, research or corporate library or documentation centre or a similar body</li> <li><b>OR</b></li> <li>• Minimum 10 years of experience in compilation or editing of a documentation or indexing/abstracting service/periodical for a reputed academic, research or corporate library or documentation centre or a similar body</li> <li>• Knowledge of international metadata standards (MARC and non-MARC) is essential</li> </ul>	<ul style="list-style-type: none"> <li>• Ph D or Master's degree or equivalent in Library &amp; Information Science or a related discipline</li> </ul>	<ul style="list-style-type: none"> <li>• Online editing of the technical (non-subject related) metadata created by the RTC team to ensure accuracy and compliance with applicable guidelines and national and international standards</li> <li>• Overall review of the metadata to be uploaded for compliance with the guidelines of RTC.</li> </ul>	Upto Rs. 60,000 /- P.M.

**The applicant must read the instructions below before filling out the relevant application form in the attachment. Application Form II is to be used to apply for the posts of Subject Reviewer and Metadata Reviewer(LIS) . Please use Application Form I for the rest of the posts.**

- The applicants must refer to the brief note on the RTC project and details listed above before applying for the post to ensure that they fulfill the eligibility conditions.
- Please note that the recruitment of the selected candidates will be for the tenure of the Project only and mere possession of the essential qualifications does not entitle candidates to be shortlisted for interview.
- The Application form duly filled in and converted to PDF must be emailed as an attachment to [recruitment.rtc@nift.ac.in](mailto:recruitment.rtc@nift.ac.in). Please do not attach any other document(s) as proof of your qualifications or experience. Hard copy of the application form will not be accepted. [Click here to download Application Form](#). **Please scroll down for the application form in case the link does not open.**
- The post applied for must be mentioned in the subject of the email, e.g. **Application for the Post of Content Manager**
- Please add rows for additional details, if required.
- Job location : All the posts are Delhi based only.
- Last Date of submission of Application form is 19<sup>th</sup> Nov 2023, PI regularly see the NIFT website for updates.
- Please mail or contact Ms. Maggika Keim the Project Office at 011- 20867306 in case of any clarification.

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY**  
Hauz Khas, New Delhi - 110016

**APPLICATION FORM -- I**

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Advt. No. \_\_\_\_\_

**Applied for (Post Name)** *(please tick ( ) in the box):*

1. Technical Consultant (IT)
2. Content Manager
3. Documentation and Metadata Creator
4. Research Associate
5. Creative Visualizer
6. Graphic Designer

A ) PERSONAL DETAILS			
Name	First Name	Middle Name	Last Name
Father's Name	First Name	Middle Name	Last Name
Mother's Name	First Name	Middle Name	Last Name
Date of Birth : <u>DD / MM / YYYY</u>	Gender : Male / Female / Other		Nationality : _____
Age as on .....	Category : (Gen / OBC / ST / SC) _____		Are you Disabled (PWD): <input type="checkbox"/> Yes <input type="checkbox"/> No
Permanent Address :			
_____			
_____			
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State : _____		Pin Code :	
_____			
Address for Communication :			
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State : \_\_\_\_\_  
 \_\_\_\_\_

Pin Code : \_\_\_\_\_

Email ID : \_\_\_\_\_

Mobile no. : \_\_\_\_\_

Landline no. , if available.....

**B) ACADEMIC QUALIFICATIONS**

Examination	Board / Institute / University	Stream / Subjects	Year of Passing	Marks (%) *	
10 <sup>th</sup> class or equivalent					
12 <sup>th</sup> class or equivalent					
B.A./ B.Sc./B.Com./ equivalent					
M.A./ M.Sc. / M.Com. / equivalent					
M.Phil/equivalent					
NET/SLET/equivalent					
Ph.D/equivalent					
Title of Ph.D. thesis					
IT related Qualifications #					
Any other Skill(s):					
<b>C) WORK EXPERIENCE</b>					
Name of Employer	Designation	Period of employment (To & From)	Main Responsibilities	Pay scale/Salary	
<b>D) PUBLICATIONS</b>					
	Publication Type	Title of Paper /Book	Journal Title	Year of Publication	Publisher
PROJECTS	Title of the Project	Year of award	Sponsoring Body	Outcome of theProject	Remarks



**Any other distinctions and achievements :**

**Contact details of two Referees**

Name:

Address

State :

Email id:

Mobile/ Telephone no.

:

Please describe in 500 words as to why do you think that you are the most suitable candidate for this post?

**DECLARATION**

I declare that all information provided in this application form is true and complete. I understand that any false information and misleading statements or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

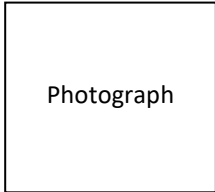
Place:

Date :

(Signature of Candidate)

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY**  
Hauz Khas, New Delhi - 110016

**APPLICATION FORM - II**



Advt.No. \_\_\_\_\_

**Applied for (Post Name)** *(please tick ( ) in the box):*

- 1. Subject Reviewer
- 2. Metadata Reviewer (LIS)

A )PERSONAL DETAILS			
Name	First Name	Middle Name	Last Name
Father's Name	First Name	Middle Name	Last Name
Mother's Name	First Name	Middle Name	Last Name
Date of Birth : <u>DD / MM / YYYY</u>	Gender : Male / Female / Other	Nationality :	
Age as on .....	Category : (Gen / OBC / ST / SC)	Are you Disabled (PwD):	Yes <input type="checkbox"/> No <input type="checkbox"/>
Permanent Address : <input type="checkbox"/>			
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State : _____		Pin Code : _____	
Address for Communication :			
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State : \_\_\_\_\_  
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Pin Code : \_\_\_\_\_

Email ID : \_\_\_\_\_

Mobile no. : \_\_\_\_\_

Landline no. , if available.....

**B) ACADEMIC QUALIFICATIONS**

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10 <sup>th</sup> class or equivalent					
12 <sup>th</sup> class or equivalent					
<b>B.A./ B.Sc./B.Com./ equivalent</b>					
<b>M.A./ M.Sc. / M.Com. / equivalent</b>					
M.Phil/equivalent					
NET/SLET/equivalent					
Ph.D/equivalent					
Title of Ph.D. thesis					
IT related Qualifications #					
Any other Skill(s):					
<b>C) WORK EXPERIENCE</b>					
Name of Employer	Designation	Period of employment (To & From)	Main Responsibilities	Pay scale/Salary	
<b>D) PUBLICATIONS</b>					
	Publication Type	Title of Paper /Book	Journal Title	Year of Publication	Publisher
<b>PROJECTS</b>					
	Title of the Project	Year of award	Sponsoring Body	Outcome of theProject	Remarks

**Any other distinctions and achievements :**

**Contact details of two Referees**

Name:	
Address	:
State :	
Email id:	Mobile/ Telephone no.

**DECLARATION**

I declare that all information provided in this application form is true and complete. I understand that any false information and misleading statements or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

Place:

Date :

(Signature of Candidate)