



Kalakshetra Foundation
(An autonomous body under Ministry of Culture, Government of India)
Thiruvanmiyur, Chennai – 600 041 .

Invites applications for the Post of Consultant (**Sound Engineer**).

The qualifications for the position are as under:

Qualifications required	Bachelor Degree from a recognized University in Audio Engineering. In deserving cases, Diploma holders having good experience more than 10 years in sound engineering may also be considered
Experience	1) Knowledge in handling digital and analog audio equipment 2) Knowledge in Audio editing using Pro Tools/Logic Pro/Cubase 3) Knowledge of Multi track recording, mixing and signal routing and ability to handle live sound for music and theatre events 4) Knowledge of Audio-Video archival will be desirable 5) Knowledge of Bharatanatyam and Carnatic Music will be desirable 6) Conversant to relate to the artists and stage management
Broad duties of the post of Sound Engineer are given in Annexure II	
Age	Not exceeding 55 years of age on the closing date of applications
Remuneration	Rs. 30,000/- per month, maximum upto Rs. 55,000/- per month depending upon the experience subject to TDS

Note:

1. Period of Contract: Tenure of contract is one year and likely to be extended based on performance.
2. Competent Authority reserves the right to cancel the recruitment without giving any reason or thereof.
Also reserves to relax in the area of experience, based on receipt of applications.

Application as per **Annexure I** should be addressed to the Director, Kalakshetra Foundation, Thiruvanmiyur, Chennai 600 041.

Last date for receipt of applications: **26.03.2024**

Annexure I

Proforma for application for the post of Consultant (Sound Engineer)

1. Name and address (in Block Letters):

2. Date of Birth (In Christian era):

3. Educational Qualification:
(Photo copies to be enclosed)

Affix
Recent
passport
size
photograph

SNo	Qualification	Board / University	% of marks
1			
2			
3			
4			
5			

4. Details of Experience (In chronological order): Supporting documents may be attached.

Sl.no	Designation	Name of the Institution	Duration of Service
1			
2			
3			

5. Describe your experience in the following areas: *

i)	In handling digital and analog audio equipment	
ii)	In Audio editing using Pro Tools/Logic Pro/Cubase	
iii)	Multi track recording, mixing and signal routing and ability to handle live sound for music and theatre events	
iv)	Audio-Video archival	
v)	To relate to the artists and stage management	

* Enclose a separate sheet, if the space above is insufficient.

6. Knowledge of South Indian Languages:

Sl.no	Language	To read	To Speak	To Write
a)	Tamil			
b)	Telugu			
c)	Malayalam			
d)	Kannada			

7 Any other information

8 Mobile No.

9 E-mail i.d.

Declaration

I do hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected, my candidature will stand cancelled and my all claims for the recruitment will stand forfeited. I also understand that in case of selection, the appointment is purely on temporary basis with no opportunity/claim for regular appointment.

Place :

Signature of Candidate

Date :

Address _____

Annxure II

THE SCOPE OF WORK:

- Maintaining of stock record of sound equipments and their locations.
- Responsible for all sound related requirements at the existing venues at Kalakshetra Foundation.
- Communicate with the artist and compile the sound requirements ready before a concert.
- Conduct sound check well in advance before the programme.
- To be present in the venue when the events are conducted for live mixing of sound at the mixing board according to Kalakshetra aesthetics.
- Rectify sound glitches, if any during the performance.
- Create sound recording of all the concerts or selected ones, as per policy for Kalakshetra archives.
- Maintain the recorded materials in a standardized format in the designated hard drivers and make it accessible to the students and teachers for future reference.
- Edit sound files for the use by Kalakshetra repertory whenever necessary.
- Help in sound design of Kalakshetra productions, new or revived.
- Regular maintenance of all the sound equipments and the related instruments.
- Evolving a service schedule and sending the equipments for necessary repairs.
- To be present at rehearsals of the Kalakshetra repertory whenever necessary
- Follow procedures of Government of India and paper work for the purchase of new equipments for the theatre.
- Coordinate hiring of any equipment for the theatre, if necessary and process the payments.
- Assist the Kalakshetra repertory in technical arrangements when they perform outside Kalakshetra.
- Coordinate with the lighting technician and the artists for lights and other technical requirement for programmes in Kalakshetra and the repertory programmes outside.
- Build knowledge on affairs of the theatre other than sound like lighting, electrical supply lines, projectors etc. to handle in case of emergency.
- Keep abreast about the latest development in technology and assist the management with up-gradations, if necessary.
- Work in tandem with the other staff members in the theatre and outside to ensure smooth functioning of all the venues at Kalakshetra Foundation.
- Contribute as a team player, encouraging the subordinates and training them for better performance.
- Help in maintaining audio-video archival material viz., cataloging, storing and retrieval etc.,
- Any other work assigned by the management