

# **SUMMER**

# **INTERNSHIP**

Doordarshan Kendra Delhi is one of the prestigious institution concerned with mass media and broadcasting. It deals with the latest techniques of broadcasting to deliver good quality programmes. It is also a hub of Electronics and Communication equipments.

We, at Doordarshan believe that industrial training plays a crucial role in the process of student learning. In the contemporary world only academic knowledge is not enough to be competent in the industry. One needs to have the right set of skills and experience to be able to achieve and transcend greater heights in life.

So Doordarshan Kendra Delhi would like to extend a warm invitation for you to join us as an intern and see behind the curtains, in the field of broadcasting and enhance your skill in the field of Mass Media and Communication.

The internship will commence around the second week of June 2019. It is requested to go through the attached form and submit the same, with all the required formalities and the receipt of the transaction, to Delhi Doordarshan Kendra latest by the first week of June 2019.

## **CONTACT US AT**

**8<sup>th</sup> Floor, Room No.833, Tower-B,  
Delhi Doordarshan Kendra,  
Mandi House, Copernicus Marg**

For any queries email us at: **[ddkdelhitraining@gmail.com](mailto:ddkdelhitraining@gmail.com)**

PRASAR BHARATI  
(INDIA'S PUBLIC SERVICE BROADCASTER)  
DOORDARSHAN KENDRA : NEW DELHI  
DOORDARSHAN BHAWAN, PHASE II  
NEW DELHI 110001

**IMPORTANT INSTRUCTIONS FOR INDUSTRIAL TRAINING (ENGINEERING)**

**Documents required to be submitted by student:**

1. Enclosed three forms duly filled and certified/attested wherever required.
2. Request letter issued from college for providing industrial training in original with photocopy of college I. Card, attested by designated college authority.
3. Proves for ID and residential address.
4. For departmental candidates attested photocopy of father's / mother's I. Card.
5. The training is a paid one. The amount payable is Rs. 1500/-+18% GST per week.

So for four weeks it is Rs. 7080/-

So for Six weeks it is Rs. 10,620/-

This has to be paid into the following account.

DDO, DOORDARSHAN KENDRA, DELHI ,

A/C NO. 11084233583, IFS Code: SBIN0000691

**CONTACT PERSONS**

1. JAGJIVAN RAM, Dy. Director ( Engineering)  
Room no. 833, Phone 23097542 (03.00 pm to 04.00 pm, Monday to Friday)
2. AMITA GAUTAM, Asstt. Director (Engineering)  
Room no. 810. Mob: 9560701702
3. Dedicated email for training related enquiries: [ddkdelhitraining@gmail.com](mailto:ddkdelhitraining@gmail.com)  
This mail can be used for any enquiry regarding trainings only.

**OTHER IMPORTANT INFORMATIONS**

A: Only limited seats are available and are open to all.

B: Fee or G.S.T. if changes, the revised amount will be payable.

C: The transaction slip has to be attached with the form at the time submission.

D: The form should be submitted in the Kendra latest by the first week of June'2019 between 12 pm to 5 pm in the Room No. 833 (Training cell)

The Dy. Director General (Engg.)  
Doordarshan Kendra – Delhi  
Copernicus marg, Mandi House  
New Delhi – 110001

Sub: Request for Industrial Training at Doordarshan Kendra Delhi.

Sir,

With due respect I beg to state that I am pursuing my Degree / Diploma in Engineering in \_\_\_\_\_ from \_\_\_\_\_.

Sir, I am required to undergo industrial training as per my syllabus and request you to kindly allow me to attend the same at your organization as per the details in the enclosed sheet.

Thanking you

Yours faithfully

Photograph of  
Student

**FORM FOR TRAINING IN DDK-DELHI**

Name : \_\_\_\_\_

Father's / Guardian's Name : \_\_\_\_\_

Institute's Address : \_\_\_\_\_

Branch / Semester : \_\_\_\_\_

Period of Training : From \_\_\_\_\_ to \_\_\_\_\_ No. of  
Weeks: \_\_\_\_\_

Residential Address  
: \_\_\_\_\_

: \_\_\_\_\_

: \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Residential Telephone No. : \_\_\_\_\_

Details of Transation

a) Amount : \_\_\_\_\_

b) Date of issue : \_\_\_\_\_

c) Bank Name & Branch : \_\_\_\_\_

I hereby declare that the information given above is true. In case any false information is detected my candidature may be cancelled.

Date:

Signature of the Student

Place:

## **CHARATER CERTIFICATE**

To whom it may concern

This is to certify that I personally know  
Shri/Smt./Kumari.....

S/D/o..... resident of  
.....

.....for the last ..... years. I do certify him/her to  
be a person with good moral character.

**(Sign. & Stamp of Gazetted Officer)**