DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Shahabad Daulatpur, Bawana Road, Delhi-110042

Letter No. DTU/DSW/CC/2026-27/115/006 **Date: 23.11.2026**

NOTICE

SUBJECT: ORGANIZATIONAL STRUCTURE & CALL FOR APPLICATIONS — TEAM ENGIFEST 2027

In continuation of Notice No. DTU/DSW/CC/2026-27/115/005 dated 17.11.2026 regarding the constitution of the Cultural Council Student Committee (2026–27), this notice formally establishes the multi-tier organizational structure of Team Engifest 2027 and invites applications from eligible 3rd-year and 4th-year undergraduate students for departmental leadership roles.

Team Engifest 2027 will function under the direct supervision of the Cultural Council across six specialized departments: Public Relations, Corporate, Logistics, Hospitality, Design & Media, and Creative.

1. DEPARTMENTS & THEIR RESPONSIBILITIES

Department	Key Operational Responsibilities
Public Relations (PR)	Institutional outreach across Delhi-NCR and national universities; managing college delegations and campus ambassadors; media partnerships, press coverage, influencer collaborations, barter promotions, and public communication strategy.
Corporate	Drafting sponsorship decks, proposals, and deliverable matrices; cold outreach, pitching, negotiation, and closing monetary/in-kind sponsorships and title partnerships; executing sponsor deliverables, brand activations, stalls, and post-event ROI reporting.
Logistics	End-to-end venue planning and execution across OAT, Raj Soin Hall, Sports Complex, and campus grounds; stage, sound, lighting, trussing, LED walls, and power backup coordination; crowd flow, barricading, gate/security liaison, vendor movement, and equipment inventory.
Hospitality	End-to-end management of celebrity performers, headlining artists, VIP guests, and competition judges; travel, accommodation, security convoys, green rooms, and technical/hospitality riders; accreditation passes, helpdesks, and team/guest catering logistics.
Design & Media	Festival visual identity, theme branding, posters, banners, stage graphics, and social media creatives; on-ground photography, videography, daily highlight reels, and official aftermovie production; digital content strategy and web/ticketing UI assets.
Creative	Conceptualizing and building thematic campus decor, large-scale spatial installations, stage backdrops, and experiential zones; designing photo booths, art corners, interactive spaces, and festival merchandise concepts.

2. ORGANIZATIONAL STRUCTURE & INTAKE CAPACITY

Designation	Eligible Batch	Departmental Distribution	Max. Limit
Coordinators	4th Year (UG)	Corporate (3), Hospitality (3), Design & Media (3), Creative (3), Public Relations (4), Logistics (4)	**20**
Heads	3rd Year (UG)	Corporate (10), Hospitality (10), Design & Media (10), Creative (10), Public Relations (15), Logistics (15)	**70**
Co-Heads	2nd Year (UG)	Across all six departments (internally distributed)	**140**
Volunteers / Crew	1st Year (UG)	Across all six departments (Separate recruitment drive will be notified)	—

*The number of posts may vary every year as per the requirement.

3. APPLICATION PROCEDURE (3rd & 4th YEAR ONLY)

Eligible and interested candidates must submit their formal application through the official Google Form provided below:

- **Application Form Link:** https://forms.gle/nfsEThRFSAbobyZQ8
- **Submission Deadline: 25th November 2026 by 1:00 PM**

4. SELECTION PROCESS & INTERVIEW SCHEDULE

The selection process will comprise an initial screening of application forms followed by an in-person **Personal Interview (PI)** round. Shortlisted candidates are required to report as per the schedule below:

- **4th-Year Applicants (Coordinators):**
  - **Date & Time:** 25th November 2026, 4:00 PM – 6:00 PM
  - **Venue:** Will be notified
- **3rd-Year Applicants (Heads):**
  - **Date & Time:** 26th November 2026 & 27th November 2026, 4:00 PM – 6:00 PM (both days)
  - **Venue:** Will be notified

5. RECRUITMENT NOTICE FOR 1st & 2nd YEAR STUDENTS

- **2nd-Year Students (Co-Heads):** Details regarding internal departmental screening, responsibilities, will be communicated directly within the respective departmental groups.
- **1st-Year Students (Volunteers/Crew):** A dedicated open recruitment drive will be conducted separately across the campus.Details and schedules will be notified shortly.

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Prof. Nand Kumar,
Chairperson, Cultural Council

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Copy to:

1. PA to VC for kind information to Hon'ble Vice Chancellor.
2. PA to Registrar for kind information to Registrar.
3. Dean, Student Welfare
4. Head, Computer Centre for Uploading on Website
5. All Students Notice Board
6. All HODs
7. Guard file

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Dr. Abhilasha Sharma,
Vice-Chairperson, Cultural Council