



दिल्ली कौशल एवं उद्यमिता विश्वविद्यालय
DELHI SKILL AND ENTREPRENEURSHIP UNIVERSITY
(A State University Established under Govt. of NCT of Delhi Act 04 of 2020)

18.02.2022

Position Title	Vacancy
Digital Media Content Creator & Curator	01
Graphic Designer	01
Professional Cameraperson	01
Video Editor	01
Link to apply	https://forms.gle/8nXy4CyFqAKJjiew7
Last date to apply	25.02.2022

Please Note:

- Media team will be expected to carry their own laptops.
- Media team will be expected to have the requisite professional software and tools of their own.
- Working days for the media team shall be Monday to Saturday (9:30 AM to 6:30 PM). However, you may be required to work part-time on weekends, *if required*.
- DSEU reserves the right to forfeit a candidate's employment on receipt of non-compliance with the University's rules and regulations.
- Media team will be required to work from the office.
- The online application form is open for 7 days. Starting from 18.02.2022 to 25.02.2022.
- The intent of this job description is to provide a representative level of the types of duties and responsibilities that will be required from respective personnel and shall not be construed as a declaration of the total of the specific duties and responsibilities of any particular position.
- Employees may be directed to perform job-related tasks other than those specifically presented in this description.
- The candidates will be requested to demonstrate their work through published material in the form of links to online works, portfolios, etc.
- The candidate(s) shall not be entitled to TA/DA, Transport, and Telephone facilities.
- The duties assigned to the position(s) may be such that they shall be called upon to come to/stay in office beyond usual working hours and on Sundays/Holidays, whenever required in the exigencies of work, for which no additional remuneration shall be admissible.

Position Title	Digital Media Content Creator & Curator
Vacancy	01
Minimum Eligibility	<ul style="list-style-type: none"> - The candidate should be enrolled in/ completed a Master's degree in Visual Arts (MVA)/ Applied Arts/ Graphic Design/ MultiMedia/ Mass Communication or other relevant fields from a recognized College/ University with minimum 55% marks. - Minimum 3 years of experience (full-time/ part-time) in Creating & curating content, writing Press Releases, Branding, Campaigning, Strategic Communication, Analysis and other relevant fields, with proven working knowledge of digital graphic design, visualization, interface design using professional software and tools.
Age	23-30 years old
Type of employment	Contractual
Duration	3 months (extendable up to 3 months)
Remuneration	<ul style="list-style-type: none"> - 40,000/- per month (inclusive of all) - Experience Certificate from DSEU upon tenure completion

Position Title	Graphic Designer
Vacancy	01
Minimum Eligibility	<ul style="list-style-type: none"> - The candidate should be enrolled in a Masters/ PGDM/ must have completed a Bachelor's degree in Visual Arts (MVA)/ Applied Arts/ Graphic Design/ MultiMedia/ Mass Communication or other relevant fields from a recognized College/ University with minimum 55% marks. - Minimum 2 years of experience (full-time/part-time) in graphic designing with proven working knowledge of digital graphic design, visualization, interface design using professional software such as InDesign, Photoshop, Illustrator etc.
Desirable	Experience in designing professional merchandise, visiting cards, print and digital collaterals.
Age	21-30 years old
Type of employment	Contractual
Duration	3 months (extendable up to 3 months)
Remuneration	<ul style="list-style-type: none"> - 35,000/- per month (inclusive of all) - Experience Certificate from DSEU upon tenure completion

Position Title	Video Editor
Vacancy	01
Minimum Eligibility	<ul style="list-style-type: none"> - Undergraduate in relevant fields from a recognized College/ University with minimum 55% marks. - Minimum of 2 years of demonstrated experience in video editing at a reputed organization/ institution.
Desirable	Experience of editing short films, tv commercials, news bytes, interviews, creative films
Age	21-30 years of age
Type of employment	Contractual
Duration	3 months (extendable upto 3 months)
Remuneration	<ul style="list-style-type: none"> - 35,000/- per month (inclusive of all) - Experience Certificate from DSEU upon tenure completion

Position Title	Professional camera-person (Photography & Videography)
Vacancy	01
Minimum Eligibility	<ul style="list-style-type: none"> - Undergraduate in relevant fields from a recognized College/ University with minimum 55% marks. - Minimum of 2 years of demonstrated experience in photography and videography
Desirable	Experience of covering big events, portrait photoshoots, professional photoshoots, indoor and outdoor event coverage.
Age	21-30 years of age
Type of employment	Contractual
Duration	3 months (extendable upto 3 months)
Remuneration	<ul style="list-style-type: none"> - 30,000/- per month (inclusive of all) - Experience Certificate from DSEU upon tenure completion