



हैदराबाद विश्वविद्यालय  
University of Hyderabad

No. UH/PRO/Media Cell/2022/172

February 25, 2022

**Web Advertisement**

Applications are invited in the prescribed format (along with self-attested copies of educational, professional qualifications and experience etc.) from eligible candidates for the following positions (**purely on temporary basis**) in the **Media Cell, Public Relations Office** under “**Institution of Eminence**” project granted to the University of Hyderabad by the Government of India and Ministry of Education.

The details of each position and emoluments are mentioned below: -

S No	Name of the Position	Category	Minimum Qualification
1.	<b>Digital Media Project Associate – 1 No.</b>	<b>ST</b>	Graduate in Mass Communication <b>OR</b> PG in any degree with the following experience: <ul style="list-style-type: none"><li>• At least three years of experience in digital media.</li><li>• Demonstrable experience of creating and editing, videos, photos and AV presentations.</li><li>• Advanced level knowledge of Photo/Audio/ Video creation tools.</li><li>• Uploading content to social media (digital marketing certification is an advantage).</li><li>• Proficiency in using Office software.</li><li>• Pleasant communication skills. Knowledge of multiple local languages will be an added advantage.</li></ul>
	<b>Duties and Responsibilities:</b>		<ul style="list-style-type: none"><li>• Creating AV Presentations, Photo and Videos.</li><li>• Lead and monitor project team/s, ensuring completion with outcomes in time, be able to create content for the IoE.</li><li>• Co-ordinate and ensure coverage of all events of the University identified by the IoE Media Cell.</li></ul>
	<b>Emolument</b>		<b>Rs.35,000/- per month (Consolidated)</b>
2.	<b>Digital Media Technical Assistant – 1 No.</b>	<b>OBC</b>	Graduate with any discipline <b>OR</b> Diploma in Photography/Video-Production with the following experience: <ul style="list-style-type: none"><li>• At least 5 years of experience in Photo, Video and AV presentation creation.</li><li>• Demonstrable experience of creating and editing, videos, photos and AV presentation.</li><li>• Proficiency in Photo / Audio/ Video creation</li></ul>

		<p>tools.</p> <ul style="list-style-type: none"> <li>• Certification in Photography, Film/TV Production will be an advantage.</li> <li>• Proficiency in using Office software.</li> <li>• Pleasant communication skills. Knowledge of multiple local languages will be an added advantage.</li> </ul>
	<b>Duties and Responsibilities</b>	<ul style="list-style-type: none"> <li>• Creating AV Presentations, Photo and Videos.</li> <li>• Shoot, edit content for the IoE Media Cell.</li> <li>• Cover events of the University identified by the IoE Media Cell.</li> </ul>
	<b>Emolument</b>	<b>Rs.20,000/- per month (Consolidated)</b>

**Other Details:**

- Duration: All appointments are made **purely on temporary basis** for a period of one year, extendable further after the performance review, if necessary.
- Only candidates who meet the eligibility criteria and the objectives of the posts will be called for the interview. The University reserves the right to reject or accept any or all the applications received without assigning any reasons.
- Applications through emails and/or walk-ins are **NOT ALLOWED**.

**Candidates belonging to the reservation category specified only need to apply.**

Eligible candidates may apply in the prescribed format (enclosed) along with the self-attested copies of documents in support of qualifications and experience etc. to **The Public Relations Officer, University of Hyderabad, Prof. C R Rao Road, Gachibowli, Hyderabad - 500046**. The applications should reach the above address on or before **March 11, 2022 (Friday) latest by 4 PM**. Applications received after the last date of submission **will not be considered**. Unsigned applications and those without self-attested supporting documents will be summarily rejected.

The short-listed candidates will have to appear for an interview at the University of Hyderabad, Gachibowli, Hyderabad 500046 on the date intimated to them.

**Intimation will be sent via email only. No TA/DA would be paid for attending the interview.**

  
**Ashish Jacob Thomas**  
**Public Relations Officer**