



MGU INNOVATION FOUNDATION

(Section 8 Company under the Companies Act, 2013)

MAHATMA GANDHI UNIVERSITY

Priyadarsini Hills, Kottayam – 686560

Website: www.mguif.org

Phone: 0481 2992684



No: MGUIF/HR/TRAINEE/001/2022-23

Date: 07-02-2023

NOTIFICATION

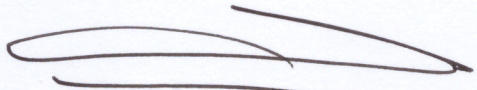
Applications are invited for the following trainees at **MGU Innovation Foundation**- a special purpose vehicle formed with the support of RUSA funding of MHRD to act as a business innovation ecosystem for promoting startups. The selected candidates will be posted at MGUIF as *fulltime trainees*.

Detailed description of the jobs is attached.

The self-prepared application along with supporting documents may be submitted through E-mail to info@mguif.com on or before **22nd February 2023**.

*Complete the application with the following link: <https://forms.gle/oe5Adnq8vD6SXJVP7>




sd/-

Managing Director MGUIF

Prof. (Dr.) SABU THOMAS
CHAIRMAN

MGU INNOVATION FOUNDATION
Mahatma Gandhi University Campus
Priyadarsini Hills P.O.

Kottayam, Kerala, India - 686560

e-mail: chairman@mguif.com, www.mguif.com

DESCRIPTIONS

Title of the position	Roles and Responsibilities	Qualifications Required	Skills Required
<p>1.Video Editing Executive /Graphic Designer (Fulltime Trainee)</p> <p>(5 No.)</p>	<p>1. Assist the development of e-Content as Self-Learning e-Modules for academic programmes</p> <p>2. Assist to shoot the script and raw material to create a shot decision list based on the scenes's value and contribution to continuity.</p> <p>3. online/offline editing</p>	<p>1.BA Multimedia or Diploma in Editing/cinematography or any other relevant qualifications</p> <p>2. Good IT skills</p> <p>3. Must have experience in FCP, Adobe Premiere Pro, Photoshop and After effects.</p> <p>4. Fresher's can apply</p> <p>Desirable:</p> <p>1. Additional certificates in related fields.</p> <p>2. Prior experience in development of academic e-content and e-modules</p>	<p>1. Excellent collaboration and networking skills with a positive approach to work</p> <p>2. Excellent Interpersonal and Communication skills</p> <p>3. Excellent team working skills</p>
<p>Remuneration: will be provided based on performance.</p> <p>Age below 26 years as on 01/02/2023.Age relaxation will be given to exceptionally brilliant candidates.</p>			

Title of the position	Roles and Responsibilities	Qualifications Required	Skills Required
<p>2. Audio Recording Executive</p> <p>(Fulltime Trainee)</p> <p>(5 No.)</p>	<p>1. Assist the development of e-Content as Self-Learning e-Modules for academic programmes</p> <p>2. Assist to record the script and raw material to create a shot decision list based on the scenes's value and contribution to continuity.</p> <p>3. online/offline editing</p>	<p>1. BA Audiography or Diploma in Audiography or any other relevant qualifications</p> <p>2. Good IT skills</p> <p>3. Audio recording and editing, Cubase or Logic Pro and any other recording softwares.</p> <p>4. Fresher's can apply</p> <p>Desirable:</p> <p>1. Additional certificates in related fields.</p> <p>2. Prior experience in development of academic e-content and e-modules</p>	<p>1. Excellent collaboration and networking skills with a positive approach to work</p> <p>2. Excellent Interpersonal and Communication skills</p> <p>3. Excellent team working skills</p>
<p>Remuneration: will be provided based on performance.</p> <p>Age below 26 years as on 01/02/2023. Age relaxation will be given to exceptionally brilliant candidates.</p>			