NATIONAL INSTITUTE OF TECHNOLOGY CALICUT

NITC/P1/483/PRO/ (on contract)/2022   Dated: 27th May 2022

WALK- IN- INTERVIEW

The Institute proposes to conduct a walk- in- interview for the selection of a Public Relations Officer on contract basis for a period of one year (with the option of extension – based on performance). Interested candidates with the specified qualifications can report for the interview at their own expense in the office of National Institute of Technology Calicut as per the details given below along with all certificates and portfolios in original and copy. Degree from Government or Government recognized institutions will be accepted. No TA/DA will be paid. The candidates should bring along with them the completed registration form.

Name of the Post (Contractual)	Educational Qualifications, Skills and experience	Monthly Remuneration (Rs.)	Age Limit	Date & Time of Interview
Public Relations Officer (PRO)	**Educational** **Essential:** i) Master's Degree in Journalism and Mass Communication/Public Relations/Media Management OR Post Graduate Diploma in Journalism and Mass Communication. ii) Mastery in the use of Languages (English, Hindi, Malayalam) iii) Excellent writing, oral presentation and communication skills. iv) Proficiency in the use of basic office automation tools (Word Processing, Spreadsheet, Presentations etc.), video/photo editing, mobile applications and social media platforms (Facebook, Twitter, Linekedin, Instagram etc.) **Desirable:** *v) Knowledge of Multimedia Publication, Promotional material development, Advertising.* **Experience:** (i) **Essential:** Minimum 3 years' experience with media or public relations in a Media Industry/Institution of repute/University in the role of Public Relations Officer or similar P.R role. (ii) **Desirable**: *Publication of Newsletters, Bulletins, Handling print, electronic and social media. Basic knowledge in social media content creation, photo/video shooting and editing.*	50,000/-	55 Years (as on 01.05.2022)	9th June 2022 10:30 reporting time

Sd/
Registrar

GENERAL INFORMATION FOR THE CANDIDATES

- Selected candidates will be informed by e-mail/mobile and they are expected to join immediately.
- The candidates are required to produce the following documents (original) at the time of interview.
  - (i) Valid Photo ID
  - (ii) Age Proof certificate
  - (iii) All Academic/professional certificates with mark lists
  - (iv) OBC-NCL candidates should bring non-creamy layer certificate issued by an Officer not below the rank of Tahsildar. The certificate should be recent.
  - (v) EWS candidates should produce an income and asset certificate issued by the competent authority and the certificate should be recent.
- Interested candidates with the requisite qualification and experience shall carry along with all relevant certificates in original and their self attested copies (one each), while coming for the selection process.
- Candidates without original certificates as against their claims will not be permitted to take part in the selection process or considered for appointment.
- Only certificates from Government or Government recognized institutions will be accepted.
- Any changes of dates etc. will be published in the website only and not by any other mode.

The Institute bears the full right to cancel the above advertisement without selecting anybody or terminate the engagement of any personnel with appropriate notice when either regular/permanent staff/personnel is appointed or whenever a person in the same capacity or performing the same kind of role is deputed or when the institute no longer requires the services (of direct engagement on ad hoc basis) due to administrative or technical reasons.

The engagement is to serve the immediate and temporary purposes of the Institute, thus will only be purely on contract/temporary basis, the above position is not against any regular post, therefore does not have any claim, implicitly or explicitly for any regular post in NIT Calicut.

Sd/
Registrar

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