INDIAN INSTITUTE OF MANAGEMENT AHMEDABAD
Requires

Executive (Video Editing and eLearning)

Job Description:

- Responsible for interfacing with individual faculty members, eLearning team, and others on a daily basis to ensure that course videos are recorded, edited and ready for delivery through different online platforms.
- Develop digital learning materials, including interactive content, animations, illustrations, motion graphics and help in the creation of online simulations and games.
- Design and create of storyboards and post-production media and associated course elements with video/audio editing, pictures, and graphics.
- Identify potential improvements and new course development tools.
- Handle complete postproduction activities of videos, including but not limited to editing, graphic design, encoding for different online learning platform (e.g., Coursera, edX, SWAYAM) specifications, tracking/versioning, sound, etc.
- Guide/Coordinate in-class/in-studio/outdoor recordings. Reasonable working-level knowledge of basic studio equipment is expected.
- Coordinate work with other people from different departments as needed. Tackle technical issues and work with IT and other technical experts.
- Analyse requirements, design/modify e-learning modules using authorized tools for various IIMA Platforms.
- Working closely with all stakeholders to present a final video product that matches his or her vision.

Qualification, Experience & Skill Requirements:

- The candidate should be a graduate (full time) with first class from any reputed university having 2-4 years of relevant experience.
- Relevant Professional/Vocational certificates or demonstrated proficiency in the domain of audio video production field is an added advantage.
- Knowledge of one or more visual tools like Adobe Premier Pro, Adobe After Effects, Adobe Photoshop, Adobe Illustrator, OBS Studio, Adobe Audition, etc. Direct exposure to working on at least one such content creation/authoring tool is a must.
- Experience in eLearning projects is desirable.
- Maintaining organized and accurate written and electronic records of all relevant work in the department and the results thereof.
- In-depth knowledge of MS Office (Excel, Word, PowerPoint)
- Knowledge of instructional design is desirable
- The candidate should have a strong command over English language (written & verbal).
- Behavioral competencies like teamwork, flexibility, initiative and self-motivated.

Age: Max. 35 years as of the last date of application.

Job Location: IIM Ahmedabad (Only candidates who are ready to relocate to Ahmedabad may apply)**.**

Last date to Apply: February 23, 2024.

This position will be on Third Party Payroll.

To apply, please send your updated CV to **career@iima.ac.in** with the subject line **"Application for Executive-Video Editing & eLearning"** latest by **February 23, 2024.**