

CENTER OF EXCELLENCE FOR KHADI (COEK)

A NIFT Head Office project, in collaboration with KVIC, Ministry of MSME

The Centre of Excellence for Khadi has been conceived by Ministry of MSME to address the needs of the Khadi & Village Industries (KVIC) in India. The objective is to help Khadi Institutions (KIs) to effectively design, produce and market high quality differentiated khadi products in the Indian and global market. CoEK creates new fabrics, sarees and products in collaboration with the designers and Khadi Institutions.

CoEK invites application to hire **Communication design professional at Delhi office**, with the qualification and required skill set as mentioned below:

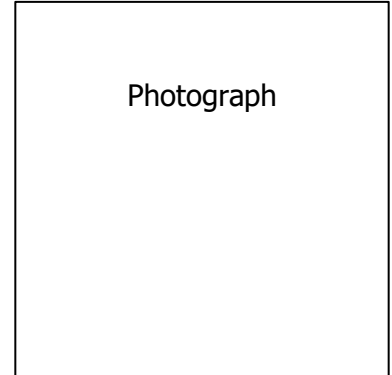
| Experience | Qualifications | Skills required | Job Description | Monthly Remuneration |
|--|--|---|---|-----------------------------|
| <p>The candidate should have an experience in handling fashion communication with a reputed organization.</p> <p>Experience in handling social media.</p> <p>At least 4-6 years of experience with a designer/ retail brand/ craft related NGOs, post-professional qualification from a reputed Indian/ International institute.</p> | <p>Undergraduate/ Postgraduate in Fashion Communication/ Communication Design or related disciplines from a reputed Indian/ International institute.</p> | <p>Skill to handle social and digital media.</p> <p>Good understanding of publication and collateral designs.</p> <p>Good knowledge of the latest graphic/publication design software and their application.</p> <p>Good photography, videography and editing skills and understanding of designing campaigns.</p> <p>Good articulation and communication skills with a knack for story telling/ narrative building</p> | <p>We are looking for a young, energetic and creative person with a keen interest in brand building and management</p> <p>To assist Head-Marketing and Communication in managing media and building the brand.</p> <p>To manage the graphics and presentations for effective marketing and B2B possibilities.</p> <p>Travel to the Khadi Institutions/ trade fairs/ exhibitions etc. to collaborate with the design team in order to build a new narrative.</p> | <p>Rs.60,000/-</p> |

Application proforma, CV and supporting documents are to be sent on or before 2nd July 2023 at recruitment.khadi@nift.ac.in

Center of Excellence for Khadi
For Ministry of MSME to support KVIC
at

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

APPLICATION FORM



Application for the Post of **Communication Designer**

| A) PERSONAL DETAILS | | |
|---------------------------------------|----------------------------------|-----------------|
| Name | | |
| Date of Birth : <u>DD / MM / YYYY</u> | Gender : Male / Female / Other | Nationality : |
| Age : | Category : (Gen / OBC / ST / SC) | Marital Status: |
| Complete Permanent Address | | |
| | | |
| Address for Communication | | |
| | | |
| Current location | | |
| Email id | | |
| Mobile Phone Number | | |

B) ACADEMIC QUALIFICATIONS

| Details | Name of the School/Collage/ Institute/ University | Subjects/Spec ialization | Year of Passing | % Marks/Gra des |
|---|---|--------------------------|-----------------|-----------------|
| 12th Class | | | | |
| Graduation | | | | |
| Post Graduation | | | | |
| Any other training/s or educational degrees | | | | |

C) WORK EXPERIENCE

| Name of the Organization and your designation (You may add more rows) | Main Responsibilities | Period of employment (To & From) | Pay scale/Salary |
|---|-----------------------|----------------------------------|------------------|
| | | | |
| | | | |

D) DETAILS OF TWO REFEREES

| | |
|------------------------------|--|
| 1. Name | |
| Designation and Organisation | |
| Email Id | |
| Phone Number | |
| 2. Name | |
| Designation and Organisation | |
| Email Id | |
| Phone Number | |

DECLARATION

I declare that all information provided in this application form is true and complete. I understand that any false information and misleading statements or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

Name of the Applicant:

Date:

Signature of the Applicant

Checklist for supporting documents

1. Proof for date of birth
2. 10+2 Board Examination certificate and mark-sheet
3. Graduation and post graduation degree/ diploma certificate and mark-sheets
4. Work experience certificates
5. CV

General Instructions

- CoEK reserves the right to fill or not to fill any/all the positions advertised or postpone the recruitment process of the same at any time without any notice.
- The applicant should ensure that they fulfil the eligibility in terms of qualification and experience for the post they apply for.
- Scrutiny of the Application forms and CVs will be done to ascertain the eligibility and suitability of the applicant and only shortlisted candidates will be considered / called for the further selection process/interview.
- Original educational and experience certificate will be verified at the time of joining.
- No accommodation or travel fare will be reimbursed for appearing for the interviews.
- Intimation/ information for the interviews shall be sent to the applicants through email.
- Selection will be based on the relevant experience, interview and suitability of the applicant for the project.
- Applicants may email their detailed CV along with the application form and self attested scanned copies of the requisite documents to: **recruitment.khadi@nift.ac.in**