



Walk-in-Interview for Engagement of Audio Editor and Programme Associate on Short-term Contractual basis for Instructional Media Centre (IMC), MANUU, Gachibowli, Hyderabad.

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The University proposes to engage the services of suitable persons as Audio Editor and Programme Associate on short-term contractual basis to work at Instructional Media Centre (IMC), MANUU, Gachibowli, Hyderabad. The desirous eligible candidates may directly appear in the Walk-in-Interview as per following schedule:

Date & Time of the Walk-in-Interview : Monday, **23rd December 2024** at 10.30 a.m.

Venue : Committee Room, University Guest House,
MANUU Campus, Gachibowli, Hyderabad (TG).

The minimum eligibility conditions, experience, salary structure etc are as under:-

1	Name of the Post & No. of Position	Audio Editor - 01	Programme Associate - 01
2	Essential Qualification	i. Graduation in any discipline. ii. Knowledge of Urdu is preferable.	i. Graduation in any discipline (Preferably in Mass Communication and Journalism). ii. Knowledge of Urdu is compulsory.
3	Experience	Minimum experience of three years in Audio/Visual editing on any nonlinear editing software preferably Avid, FCP, Adobe premier, Adobe audition, Audacity and Photoshop.	One year experience in Audio Visual production (Preferable).
4	Monthly Remuneration	₹30,000/- per month	₹19,000/- per month
5	Age	Preferably below 35 years	
6	Place of posting	IMC, MANUU, Gachibowli Campus, Hyderabad	
7	Period of Engagement	On short-term contract basis, initially for a period of 89 days, further extendable on the basis of performance evaluation and requirement	
8	Documents required for Walk-in-Interview	Original and self attested photo copies of certificates of proof of education, experience, age etc along with one passport size photograph	



मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी
MAULANA AZAD NATIONAL URDU UNIVERSITY
A Central University under Ministry of Education
Government of India



स्थापना एवं भर्ती – II अनुभाग / Establishment & Recruitment – II Section

General:

1. The candidates have to register themselves by 10.00 AM in the University Guest House.
2. No late arrival will be entertained.
3. The above position is purely on short-term contractual basis, initially for a period of eighty nine days.
4. Candidate with knowledge of Urdu will be preferred.
5. The University reserves its right not to fill up the advertised post or cancel the interview if the circumstances warrants.
6. No TA/DA will be provided to the candidate(s) appearing for Walk-in-Interview.
7. Candidates should satisfy themselves about the job responsibilities requirements before attending the Walk-in-Interview.
8. Canvassing in any form shall render the candidate ineligible automatically.
9. Candidates should provide one passport size photo, one set of self attested photocopy of all certificates of qualification, proof of age, experience, caste (reserved category) etc. along with his/her application.
10. Candidates should provide two References with contact number and email ID for verification of professional experience.

Date: 06.12.2024

Sd/-
ASSISTANT REGISTRAR



REGISTRATION FORM

Post applied for : _____

Reg. No. _____ (for office use)

1. Name of the applicant (Capital letters) :
2. Father's Name :
3. Date of Birth / Age :
4. Category (SC/ST/OBC/EWS/PWD/UR/XSM) :
5. Educational Qualifications :
6. Technical Qualifications :
7. Experience (attach proof) :
8. Knowledge of Urdu (Yes/No)
If yes, specify the proof :
9. Address for Communication :
10. Contact No. :
11. Email Id. :
12. Name and address with phone numbers of two responsible persons not related to you to whom a reference can be made about you. i). :
- ii). :

Signature of the candidate

Note: Attach one set of photocopies of educational qualification and experience and produce original certificate thereof at the time of walk-in-interview.