



Indian Institute of Technology Gandhinagar
Palaj, Gandhinagar, Gujarat – 382055

Date: 21/08/2025

Advertisement

Applications are invited for the contractual position of Project Associate I, Civil Department, IIT Gandhinagar.

Project Title: SWAYAM Prabha Project

Name of Post: Project Associate I

Department: Civil Engineering

No. of Vacancies: 01

Responsibilities:

- Manage studio infrastructure and day-to-day studio operations
- Lead and coordinate the technical team for video production tasks
- Liaison with Subject Matter Experts (SMEs) for course planning and execution
- Design and strategize educational content for television broadcast
- Supervise content creation and oversee script/storyboard alignment with learning objectives
- Coordinate with broadcast & associated centres
- Maintaining and creating monthly broadcasting video lectures
- Set up and maintain video studio for high-quality production
- Ensure quality assurance and academic integrity of video content
- Review visuals and metadata before final submission
- Maintain documentation and support quarterly and annual report generation
- Provide basic orientation to SMEs and new staff regarding studio usage and TV content creation
- Suggest process improvements and implement learner-centric instructional practices

Skills:

- Video Production: Experience with multi-camera setups, live classroom, & outdoor shoots
- Editing & Post-Production: Proficiency in Adobe Premiere Pro, After Effects, & related tools
- Graphic Design: Working knowledge of Adobe Photoshop/Illustrator
- Instructional Design: Ability to structure educational content for TV and digital platforms
- Communication & Team Coordination: Strong collaboration and liaison skills

Note: This job has dynamic responsibilities, and the candidate should be flexible and able to work well with the team.

Consolidated Monthly Pay Range: ₹ 45,000 - ₹ 70,000

Essential Qualification:

B.Tech./B.E./M.Sc/M.C.A./LLM./CA/CMA/CS/MBA/ Professional qualification in educational media production, education technology or instructional design with educational media production.

OR

B.C.A./B.Sc./B.A./B.Com./B.B.A./LLB. or Professional qualification in educational media production, education technology or instructional design with educational media production discipline with a minimum of 04 years of post qualification experience.

Desirable: Prior experience in SWAYAM/SWAYAM Prabha, educational content creation, and course design will be preferred.

Application process: Interested candidates are requested to send an email to swayampp@iitgn.ac.in, (subject: Project Associate - I Application Documents) a PDF file containing the resume mentioning all qualifications, experience, and contact details and a one-page SOP. The deadline for submission of the application is 31/08/2025 at 5:00 PM (IST). Interviews will be conducted virtually.

Note: The percentage/grade points with respect to the academic qualifications will be a minimum of 60% or equivalent grade from Graduation onwards and 55% or equivalent grade in classes 10th and 12th.
