National Dairy Development Board

Careers

JOB DETAIL

Job Name	Management Trainee (Public Relations, Communications and Hospitality)
Description	NDDB offers excellent work environment with considerable freedom for innovative activities and also provides great learning opportunities to each employee to work in teams of individuals who are qualified, competent and committed to the organisational objectives. We are looking for a young and energetic officer for our Public Relations, Communications and Hospitality (PRCH) Group.
Job Category	Public Relations, Communication and Hospitality
Designation	Management Trainee
Profile Summary	N/A
Key roles and Responsibility	- Proficiency in English language & literature including writing, editing and communication skills. - Appropriate theoretical & practical knowledge/aptitude related to PR, Journalism & Mass Communication, printing & publications. - Developing and editing content for various publications, digital campaigns and scripts related to video films. - Identifying and creating appropriate content for effective and persuasive communication to address various issues related to dairy development. Planning for publications through identification of suitable production houses/agencies, facilitate finalisation of contents in consultation with technical groups in NDDB. - Editing content before uploading on website and social media handles. Restructure content as per the guidelines available to ensure logical flow.
Qualification & Experience	Post Graduate in Journalism & Mass Communication/PR & Advertising/Corporate Communication/English/Management. Experience in relevant field desirable.
Location	Anand
Other Essential attributes and skills	- Capability to deliver within short time frame and meet tight deadlines. - Ability to work with a team and individually.
Remarks	The maximum age limit as on 01st November 2024 is 28 years Place of posting: Anand, Gujarat and the candidate should be willing to work anywhere in India The last date for submission of updated online application is 15 November 2024.

Apply   Cancel