

Creative Media Executive

- **Eligibility:**

Bachelor's Degree, with 1-3 years of Experience in Digital Content Creation, Social Media Management.

- **Job Description:**

- (1) Managing Resources: Ensure proper handling, tracking, and prevent loss or damage of all media equipment's like Camera, Drone, etc.
- (2) Manage Photos & Videos in Data Server: Store and organize media files systematically. Ensure easy access, proper backup, and data security.
- (3) Photo and Video shoot: Capture areal photos and videos for events and promotional content using camera and drone. Coordinate the schedule and ensure proper coverage of all activities.
- (4) Live broadcasting on YouTube: Executive Live Streaming of event on Youtube. Manage setup, monitor stream quality, and ensure smooth real-time broadcasting.
- (5) Media Editing: Handle urgent editing requirement when immediate content is needed.