

Job Description	
Position	Social Media Manager cum Graphic Designer (Digital)
Number of Position	One Each (English & Hindi)
Location	Delhi
Qualification	Proven skills in Managing various digital platforms; Techno-Journalist with qualification and experience in managing technical tools for managing social Media platforms; Command over English language and Hindi; degree in journalism and computer applications will be an added advantage.
Job Profile	Designing graphics for web contents and social media posts; Developing, implementing and managing our social media strategy; Managing social media content; Ensuring maximum reach and distribution through the all Social Media platforms; Working with copy editors & journalists to make the content perfect and appealing; Collaborate with our organisations to host FB/YouTube lives; Monitor SEO and user engagement; Coordinate with the agencies providing digital and server related services to the Organisation .