



Ref no: (IUL) 164/1/2019/106
Date: 08th December 2019

MULTIMEDIA SPECIALIST

INTRODUCTION

The National Centre for Information Technology (NCIT) wishes to hire **01 (One)** energetic, self-motivated, organized and enthusiastic Multimedia Specialist

OBJECTIVES

The objective of the hired person is to work as a team under NCIT's guidance to design and create information technology based multimedia products such as videos and audios

DURATION

02 Years

KEY TASKS AND RESPONSIBILITIES

1. Online training materials for applications developed by NCIT in collaboration with NCIT staff.
2. Preparing Product launching videos for Ministry and NCIT events.
3. Preparing 3D imagery and visualisations and renderings for Ministry and NCIT projects.
4. Provide visual contents for presentations, online materials and videos for applications developed by The Ministry and NCIT.
5. Creating multimedia designs and animations sound engineers and other visual effects.
6. Shooting video footage and post-production of the materials to be used in Ministry and NCIT visual materials.
7. Working with a range of media and keeping up to date with emerging technological and specialized multimedia softwares.
8. All other tasks or activities required to fulfil the contractual obligations of a multimedia specialist.

MANDATORY REQUIREMENTS

- Degree or above in Graphics Designing, Art and Animation, Multimedia or Related field
- Minimum 03 years working experience in field of design

ADDED ADVANTAGE

- Experience in design packages such as Adobe Illustrator, Adobe Photoshop, Adobe InDesign, Adobe Premiere, Adobe After Effects, Adobe Animate, MS Publisher, Corel Draw Graphics Suite, 3Ds Max, Maya or similar 3D modeling and animation software and 2D Animation Softwares such as Anime Studio.
- Able to create original content using different softwares.
- Experience in Microsoft Office.
- Strong portfolio of illustrations.

PERSONAL SKILLS & COMPETENCIES

- Strong commitment and willing to work outside normal working hours when required
- Strong flexibility and willingness to learn
- Strong interpersonal skills.
- Presentation skills.
- Ability to assess and communicate issues clearly.
- Strong problem-solving skills.
- Ability to work independently.
- Ability to undertake both technical and administrative works.

REMUNERATION

MVR 15,000/-

WORKING HOURS

Full time: 8:00am – 2:00pm (if required 4:00 pm, time should be adjustable in order to achieve the objectives)

CONTENTS OF JOB APPLICATION

The job applications should comprise the following documentation and late submission of any of the documents will not be accepted:

1. Letter requesting for the job,
2. Copy of Identification Card,
3. Copies of academic certificates (Accredited and attested)
4. CV
5. Copies of reference produced by previous employers

Interested candidates please apply in writing with CV and copies of relevant certificates to:

National Centre for Information Technology
64, Kalaafaanu Hin'gun,
Male', Republic of Maldives
Phone: + (960) 334 4000

OR email to: jobs@ncit.gov.mv

Deadline: 16th December 2019 (Monday) before 1330hrs