

Careers @ FIRST, IIT Kanpur
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Job Title	Manager (Communications)		
Job Code	SIIC-Mgr-COMM		
Reports to	Senior Manager	Location	Kanpur (Uttar Pradesh)
Job Type	Full-time, permanent	Tenure	1 Year
Responsibilities	<ul style="list-style-type: none"> • Create communication and marketing strategies for new products, launches, events, and promotions. • Maintain a strong relationship with the key stakeholders at select client organizations • Liaison with the assigned government agencies for project execution, and relation management • Brainstorming and implementing event plans & Concepts • Developing event feedback surveys & Handling post-event reports • Support internal and external communication; monitor, analyse and improve media impact • Manage the agencies for amplifying opportunities for positive Public Release • Coordinating with different teams to proactively generate new ideas, innovative strategies, and necessary content • Lead and support other activities as assigned. 		
Eligibility	<ul style="list-style-type: none"> • Bachelor's degree in communications, journalism, public relations or relevant field from reputed National/ International University/Institute • Minimum 3 years of experience in design, communications, or related field. 		
Desirable	<ul style="list-style-type: none"> • Strong knowledge of communication practices and techniques. • Handling & organizing event management experience • Up to date on industry trends and able to stay ahead of the curve. • Excellent organizational and project management skills and ability to meet deadlines 		
Travel	As and when required, across the country for project monitoring and execution as well as for coordination with geographically distributed teams		
Communication	<p><u>Email</u> your current resume with a cover note highlighting their relevant experience and strengths for this position and your latest passport-size photograph with the job code in the subject line and the following details to hr @ siicfirst . com</p> <p>Note: Applications/Resumes sent to any other mail id SHALL NOT be accepted.</p>		
	<ul style="list-style-type: none"> • Total experience: • Total relevant experience: • Current Organization: • Current Location: 	<ul style="list-style-type: none"> • Notice period: • Current CTC: • Expected CTC: (Negotiable/ Non-negotiable) 	

Startup Incubation and Innovation Center

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