

S.No.	Name and no. of posts	Gross Monthly Emoluments (Fixed)	Qualifications/Experience
1	Digital Media Manager (01)	1,00,000	<ul style="list-style-type: none"> • Should possess a Master's degree in Media and Communications/Journalism/Mass Communication/Political Science/International Relations/Public Relations/Digital Marketing/PR/Advertising or equivalent or an MBA, from a recognized university • At least one year of relevant experience within the government sector or two years in the private sector is essential • Have a good command of English and Punjabi languages
2	Digital Media Assistant Manager (02)	50,000	<ul style="list-style-type: none"> • Should possess a Master's degree in Journalism/Mass Communication/Digital Marketing/Public Relations/Media and Communications/Advertising/PR or equivalent or a Post-graduate diploma in Journalism/Mass Communication/Digital Marketing/Public Relations/Media and Communications Advertising/PR or equivalent • At least one year of social media management experience in government or private sector is essential • Have a good command over English and Punjabi languages
3	Digital Media Executive (12)	50,000	<ul style="list-style-type: none"> • Manage all social media platforms, monitor – moderate and respond to comments, create and/or share social media videos and images. Building positive image of the government and publicize schemes and achievements on all social media platforms
4	Content Writer (11)	40,000	<ul style="list-style-type: none"> • To produce relevant content for websites, blogs, articles and social

			media platforms. Content should be specifically crafted to capture the attention of the particular target audience. To research about the particular topic and write the content professionally
5	Video Editor (11)	60,000	<ul style="list-style-type: none"> • Create design ideas using computer based design packages, such as Adobe Illustrator, In-design, Photoshop, After effects, Flash player. Apple Final Cut Pro X and audio production software. Collaborate with other specialists, including writers, artists, video producers, programmers, designers and incorporate their work in final product
6	Graphic Designer (13)	40,000	<ul style="list-style-type: none"> • Create graphics and designs, illustrations, logos, layouts, collaterals to help deliver the messages/schemes of the government