

Annexure I

1. Special Education Teachers

Education: M.Ed. in Special Education (Mental Retardation) or B.Ed. in Special Education (Mental Retardation)

Experience: Minimum 5 years in special education, Psychology, preferably in curriculum development or instructional design.

Knowledge: Deep understanding of the educational needs of students with intellectual disabilities

Skills: Strong interpersonal and communication skills, proficiency in instructional technology tools, ability to analyze and interpret data, and curriculum design

• **Soft Skills:**

- Superior written and oral communication skills.
- Empathy and in-depth knowledge of children with special needs.
- Adaptive and creative thinking.
- Strong teamwork and collaborative abilities.

Key Responsibilities

Curriculum Design: Develop and adapt curriculum frameworks tailored to meet the diverse needs and abilities of intellectually disabled students, ensuring alignment with educational standards and individualized education plans (IEPs).

Task Analysis: Conduct comprehensive task analysis to break down learning objectives into manageable steps, identifying specific skills, prerequisites, and potential barriers for intellectually disabled students.

Content Validation: Review, assess, and validate instructional materials, resources, and teaching strategies to ensure they are appropriate, accessible, and effective for intellectually disabled learners, considering different learning styles and abilities.

Modification and Adaptation: Modify and adapt existing curriculum materials and instructional content to accommodate individual learning profiles, using alternative formats, assistive technology, and multisensory approaches as needed.

Progress Monitoring Tools: Develop and implement tools and assessments to monitor students' progress and skill acquisition, regularly evaluating the effectiveness of teaching methods and making adjustments based on data analysis.

Collaborative Review and Improvement: Collaborate with other educators, specialists, and stakeholders to review curriculum effectiveness, exchange best practices, and continuously improve teaching strategies and content to better address the needs of intellectually disabled students.

Documentation and Reporting: Maintain detailed records of curriculum modifications, task analyses, content validation processes, and student progress, ensuring accurate documentation to inform future adjustments and support accountability.

2. Vocational Curriculum Special Educator

- **Education:** M.Ed. in Special Education (or) Post Graduation Degree with Bachelors Degree in Mental Retardation (or) M.A in Psychology with a diploma in vocational training and rehabilitation from a reputed institution (or) Master’s in Social work in rehabilitation/Community Development
- **Experience:** Minimum 5 years in vocational training, especially for persons with intellectual disabilities.
- **Knowledge:** Comprehensive understanding of the vocational needs and capabilities of persons with intellectual disabilities
- **Skills:** Strong interpersonal and communication skills, proficiency in using vocational training tools and technology, ability to analyze and interpret data, and curriculum design.
 - **Soft Skills:**
 - Superior written and oral communication skills.
 - Empathy and in-depth knowledge of children with special needs.
 - Adaptive and creative thinking.
 - Strong teamwork and collaborative abilities.

Key Responsibilities

Curriculum Development: Create and maintain vocational training curricula that meet industry standards and meet the needs of diverse learners, including those with different abilities and backgrounds.

Instructional Design: help other team members to design innovative teaching methods, technology, and real-world applications to create interactive vocational training materials, lesson plans, and resources.

Collaboration and Partnership: Work with vocational instructors, industry professionals, employers, and community organizations to provide internships, practical experiences, and hands-on skills training.

Training Delivery: Lead vocational instructor and trainer training, workshops, and seminars to ensure curriculum, teaching, and assessment implementation.

3. DevOps Engineer

Education

- Bachelor's or Master's degree in Computer Science, Information Technology, or a related field.

Experience

Key Responsibilities:

1. **DevOps and Cloud Management:**



- Design and implement scalable, highly available, and fault-tolerant systems on cloud platforms (AWS, Azure, GCP).
 - Automate the deployment, scaling, and management of applications using CI/CD pipelines.
 - Monitor the performance of cloud services and manage disaster recovery and backup solutions.
 - Ensure security best practices are implemented and maintained across all cloud and VM environments.
2. **Database Management:**
- Administer, monitor, and tune SQL and NoSQL databases to ensure high performance and availability.
 - Implement database automation tools for backup, recovery, and alerting.
 - Work closely with development teams to optimize database queries and schemas for maximum efficiency and scalability.
3. **Virtualization and Containerization:**
- Manage and scale virtualized environments using tools such as VMware, Hyper-V, or equivalent.
 - Deploy and manage container orchestration systems like Kubernetes or Docker Swarm.
4. **Frontend Development:**
- Develop and optimize user interfaces using modern frontend technologies (e.g., React, Angular, Vue.js).
 - Collaborate with UX/UI designers to translate designs and wireframes into high-quality code.
 - Ensure the technical feasibility of UI/UX designs and maintain consistency across various platforms and devices.
5. **Cross-Functional Collaboration:**
- Collaborate with cross-functional teams to ensure seamless integration and delivery of high-quality software solutions.
 - Actively participate in code reviews, architecture discussions, and troubleshooting sessions.
 - Stay abreast of emerging technology trends and best practices to continually improve the product and team.

Required Skills and Qualifications:

- Any Graduate.
- Proven experience as a DevOps Engineer with hands-on experience in cloud services (AWS, Azure, GCP).
- Strong background in database administration, performance tuning, and optimization.
- Solid experience with virtualization technologies and container orchestration tools.
- Proficiency in frontend development, including HTML, CSS, JavaScript, and modern frameworks (React, Angular, Vue.js).
- Experience with infrastructure as code (IaC) tools (e.g., Terraform, Ansible).
- Excellent problem-solving skills and the ability to work in a fast-paced, evolving environment.
- Strong communication and collaboration skills.



Preferred Skills:

- Certifications in cloud platforms (AWS, Azure, GCP), databases (Oracle, MySQL, MongoDB), or DevOps tools.
- Experience with server-side programming languages (e.g., Node.js, Python, Ruby).
- Familiarity with Agile methodologies and a strong understanding of DevOps principles.

4. System Architect

5. AR/VR Developer

Education: Any Graduate

Experience: 4+ years

- Minimum 4 years of professional experience in developing AR, VR, and MR applications.
- Extensive experience with Unity and Unreal Engine, and a strong portfolio showcasing previous AR and VR projects.
- In-depth knowledge of ARKit, ARCore, and HoloLens SDKs and their integration in mobile and wearable devices.
- Strong programming skills in C#, C++, or other relevant languages used in AR/VR development.
- Proven expertise in creating realistic and interactive virtual environments with a focus on performance optimization.
- Solid understanding of 3D graphics, computer vision, and spatial mapping technologies.
- Ability to work independently, lead projects, and meet tight deadlines

Key Responsibilities:

- Develop and design immersive AR, VR, and MR applications for various platforms and devices.
- Collaborate with cross-functional teams including designers, artists, and software engineers to create high-quality, interactive experiences.
- Lead the development of complex AR and VR projects from concept to deployment, ensuring a seamless user experience and optimal performance.
- Utilize Unity and Unreal Engine to create captivating virtual environments and interactive simulations.
- Implement ARKit, ARCore, and Realitykit SDKs to integrate AR functionalities into applications.



- Optimize applications for different hardware configurations to achieve optimal performance across devices.
- Stay updated with the latest trends and advancements in AR, VR, and MR technologies and share knowledge with the team.
- Troubleshoot and resolve technical issues related to AR, VR, and MR applications.
- Mentor and guide junior developers, providing technical expertise and promoting best practices.
- Collaborate with clients and stakeholders to understand project requirements and provide innovative solutions.

6. Narration Artist

Education: bachelor’s degree in communication, broadcasting or theatre

Experience: 2-3 years

- Fluent in Both English and Hindi
- Excellent communication skills
- Adaptable voice
- Confident to face the microphone and camera

Key Responsibilities:

- Providing a natural speaking style that is appropriate for the intended audience
- Explaining the purpose of a commercial, advertisement, or other type of recording to the client
- Recording audio using a variety of equipment and techniques, such as digital recorders or studio microphones
- Recording narration for film and television using scripts provided by writers or directors
- Editing audio files to remove extraneous noise or other flaws in the recording
- Should be able to mimic voice and emotions for any age group

7. Educational Scriptwriter

Qualifications: Any Graduate, preferably in Fine Arts, Literature or Mass Communication.

Experience: 2-3 years in either theatre or any show

Soft Skills: Fluent in both Hindi and English

- Proven experience as a scriptwriter or similar role.



- Strong portfolio showcasing a variety of scriptwriting projects.
- Excellent storytelling and creative writing skills.
- In-depth knowledge of different writing styles and formats.
- Ability to work collaboratively and take direction effectively.
- Strong research skills and attention to detail.

Key Responsibilities:

- **Script Development:**
 - Conceptualize, write, and edit scripts for various media projects.
 - Collaborate with the creative team to develop and refine ideas that align with project goals.
- **Research:**
 - Conduct thorough research to gather relevant information for script development.
 - Ensure accuracy and authenticity in script content, especially in projects requiring factual information.
- **Storytelling and Creativity:**
 - Develop creative and compelling narratives that resonate with the target audience.
 - Infuse creativity and innovation into scripts while maintaining brand consistency.
- **Collaboration:**
 - Work closely with the creative team, directors, and other stakeholders to ensure a cohesive and effective final product.
 - Incorporate feedback and revisions into scripts in a timely and efficient manner.
- **Adaptability:**
 - Adapt writing style to suit different projects, genres, and tones.
 - Stay updated on industry trends and incorporate fresh ideas into scriptwriting.

8. 2D Animator

Education: Any Graduate, preferably in Multimedia, Fine arts and graphics

Experience: 2-4 years

- Solid understanding of design principles and color theory.
- Proficiency in Adobe After Effects, including experience with extensions and plugins.
- Strong communication skills for effective collaboration.
- Access to a personal laptop or desktop computer.
- Ability to adhere to moodboards and visual guidelines to maintain design consistency.
- A thirst for learning and contributing fresh perspectives to the team.
- Successful completion of the teams overall vibe assessment.



Key Responsibilities

- Crafting seamless and sleek Motion Graphics and 2D animations using After Effects.
- Collaborating actively with video editors, content writers, and other relevant teams.
- Incorporating appropriate visual elements such as text, images, GIFs, and videos.
- Managing tasks within demanding timelines.

Video Production Skill Set

- Developing 3-4 minute animated videos featuring insights from Digital Marketing industry experts.
- Creating dynamic marketing videos enriched with visual effects, overlays, sound effects, and animations.
- Producing long-form content in the form of trend-focused Masterclasses.
- Generating innovative solutions for visual component.

9. Immersive Curriculum Architect

Education: Any Graduate, preferably in Multimedia, Fine arts and graphics

Experience: 2-4 years

Key Responsibilities:

- Collaborate with educational experts to design immersive curriculum that integrates virtual reality, augmented reality, simulations, and other immersive technologies.
- Identify and recommend immersive technologies and tools suitable for various subjects and educational levels.
- Create and adapt content, including 3D models, simulations, and VR/AR experiences, to support immersive learning.
- Design virtual and augmented reality environments that facilitate interactive and experiential learning.
- Develop methods for assessing learning outcomes in immersive environments, including performance metrics and evaluations.
- Train educators and instructional designers on the effective use of immersive technologies in the curriculum.
- Ensure the quality, accuracy, and effectiveness of immersive learning experiences, making necessary improvements as needed.
- Stay up-to-date with emerging technologies, educational trends, and best practices in immersive education.
- Work closely with subject matter experts, educators, and technology experts to create a multidisciplinary approach to immersive curriculum development.



- Manage the planning, development, and implementation of immersive curriculum projects, adhering to timelines and budgets.

Required skills:

- Proficiency in virtual reality, augmented reality, and other immersive technologies, as well as the ability to adapt these technologies for educational purposes.
- Strong curriculum design skills with an emphasis on experiential and immersive learning.
- Experience in creating or working with 3D models, simulations, and other immersive content.
- Knowledge of educational pedagogy and the ability to apply it to immersive learning.
- Skill in designing assessment strategies and evaluating learning outcomes in immersive environments.
- Effective project management skills to oversee curriculum development projects.
- Strong collaboration and communication skills to work with educators, technologists, and subject matter experts.
- A creative and innovative mindset to explore new possibilities for immersive education.
- The capacity to adapt to rapidly evolving immersive technologies and educational methodologies.

General Terms and Conditions for all vacancies

1. The Committee for Manpower Recruitment reserves its right to restrict the number of candidates to be called for interview on the basis of qualifications and experience.
2. Incomplete applications and applications shall be summarily rejected.
3. The applications received after the due date shall not be entertained.
4. Prescribed qualifications and experiences may be relaxed in deserving cases on the recommendation of the Committee for Manpower Recruitment.
5. All the posts are purely on contractual engagement and any kind of claim for regular positions in the future will not be entertained.
6. The performance of the selected candidates will be assessed every month.
7. No queries regarding screening or interviews will be entertained.
8. All rights are reserved to fill or not to fill up the posts advertised for any reasons whatsoever. All rights are reserved to withdraw the advertisement, either partly or wholly, at any time without assigning any reason.
9. The number of vacancies indicated in this Notification are tentative. The number of posts may be decreased or increased at any point of time and per the project's requirements and availability of funds.
10. The last date for applications both offline and online is 4th February 2024 at 20:00 Hrs.