



भारतीय विदेश व्यापार संस्थान

INDIAN INSTITUTE OF FOREIGN TRADE

(Deemed to be University -- Under Department of Commerce, Govt. of India)

Appointment of Audio Visual Operator (AVO) on contractual basis

IIFT is a premier Institute of education, training and research in the area of International Business set up by the Department of Commerce, Government of India. Applications are invited for the post of Audio Visual Operator (AVO) at the Institute's Delhi Campus, to be engaged on contractual basis for a period of one year.

Essential Requirements:

- 10+2
- Two year ITI Diploma in Electronic Mechanics, Information Technology and Electronics System Maintenance, Instruments Mechanics.
- 5 years' experience as Audio-Video equipment technician.

Remuneration:

The position is purely contractual. The contract will be initially for a period of one year. The position carries a remuneration of Rs. 16,858/- per month.

Job Skills:

- Set-up and operate Audio and Video equipment including microphones, sound speakers, video screens, projectors, video monitors, video conferencing, knowledge of cameras, operating systems & network, connecting wires and cables, sound and mixing board and related electronic equipment for concerts, sports events, meetings, presentations and conferences.
- Should be proficient in computer system and MS Office.
- Must be able to sit and stand for a long period of time.

It is mandatory to attend office on every Saturday and Sunday for smooth conduct of classes. One weekly off will be given on any day during Monday to Friday.

The applications alongwith a passport size colour photograph, copy of the CV and self attested educational certificates should be sent by post / hand to the Section Officer (General Administration Section), Indian Institute of Foreign Trade, IIFT Bhawan, B-21, Qutab Institutional Area, New Delhi - 110016, in a sealed envelope bearing the title "Application for the post of A. V. O." latest by 1700 Hrs on 25th September, 2019.

Dr. P. K. Gupta
Registrar