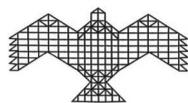


## Call for the Post of Communications Officer



### National Institute of Advanced Studies Bengaluru, India

The National Institute of Advanced Studies, a visionary initiative by J R D Tata, is a multidisciplinary research institute located in Bengaluru. Its mandate is to create leaders and original thinkers of substance and creditability for India, in varied spectrum of domains and carry out policies, foresight and, in-depth studies with multidisciplinary frameworks covering humanities, social sciences, education, culture, science, technology, consciousness studies, etc. Please visit our website for a comprehensive overview of the institute ([www.nias.res.in](http://www.nias.res.in)).

NIAS invites applications for the post of '**Communications Officer**'. Applicants should have a Master's degree in Communication studies, and a minimum of two years of experience in public relations, media, communications or a related field. Corporate/NGO experience, as well as experience in raising funds will be given weightage.

**Age limit:** 40 years. Age limit will not be a limiting factor for considering exceptional candidates.

Key skills required are interpersonal, written and verbal communications, ability for *liasoning*, organizational skills, apart from knowledge and expertise in media production, relevant word processing software, multimedia software, and other applications. Knowledge of English language should be excellent. The selected candidate will be required to communicate with faculty and other staff at NIAS to perform various communication tasks, use written and verbal skills to create a wide range of communications products, academic communication and marketing communications material. He or she will also be expected to be internet savvy and keep faculty abreast of the relevant advertisements towards grants, fellowships, etc. as and when these are advertised by government and private agencies.

Salary and emoluments will commensurate with qualification and experience, and will be comparable to other premier institutions in the country.

Interested applicants should submit their curriculum vitae electronically in a single PDF file including two recommendation letters from appropriate authority, and a separate detailed statement explaining their skills, experience, and how and why the candidate considers him or her to be the best choice towards being considered for the post at NIAS.

The applications should be addressed to: **The Head**, Administration, National Institute of Advanced Studies, Indian Institute of Science Campus, Bengaluru 560 012. e-mail id: [admin@nias.iisc.ernet.in](mailto:admin@nias.iisc.ernet.in)

Last date for receipt of applications: **15 December 2015**