



## Non-Academic Positions

Manipal Academy of Higher Education (MAHE), Manipal (*an Institute of Eminence Deemed to be University*) invites applications from the eligible candidates for the following positions at Manipal Universal Press, MAHE, Manipal.

### **Editorial Coordinator**

#### **ELIGIBILITY:**

- **Qualification:** Postgraduate Degree in English language, literature
- Relevant experience in a publication / production / editorial role
- Proven professional copyediting and proofreading skills with an excellent understanding of grammar, principles of clear writing as per the style-guide
- Excellent written and spoken English, with experience of writing and editing for Literature audiences.
- Excellent command on Microsoft Word

### **Graphic Designer**

#### **ELIGIBILITY:**

- **Qualification:** Degree / Diploma in Graphic Designing.
- Strong portfolio of designs or other graphics
- Strong hold on InDesign software, and familiarity with Photoshop and Illustrator
- 2+ years of experience in graphic designing.
- Good communication skills in English and Kannada

Good typing speed in English and Kannada is an added advantage

*The subject field in the email must contain: Position - Manipal Universal Press, MAHE, Manipal.*

*Eligible candidates may apply with a detailed CV including copies of certificates in support of qualification/experience on or before March 20, 2022*

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