Job Title: Graphic Designer for Disaster Risk and Climate Resilience

Organization: AIDMI (All India Disaster Mitigation Institute)
Location: Ahmedabad, Gujarat, India
Job Type: Full-time

Overview:
AIDMI is seeking a creative, tech-savvy and hardworking Graphic Designer to join AIDMI team. In this role, she/he will be responsible for managing AIDMI's graphic design work for various knowledge products, reports, publications, and social media. One year contract that may have long term possibility. Women, *Dalits*, and Minorities are encouraged to apply.

Responsibilities:
- Manage AIDMI's social media accounts, including Facebook, Instagram, Twitter, LinkedIn, and WhatsApp Chat Boat Integration and Management from graphic design aspects.
- Develop and disseminate graphic design align with AIDMI's goals and objectives.
- Create engaging and educative graphic design content, including infographics, videos, charts, and visual presentations.
- Monitor graphic design trends and good practices, and incorporate new techniques and tools to remain at the forefront.
- Assist in maintaining the AIDMI websites.
- Develop and implement graphic design exercises with effective graphics and visuals under quiz, google survey, etc. as required.
- Write clean and efficient code and design that is easy to maintain for data management.
- Ensure graphic design are user-friendly, accessible, and visually appealing with high impact and visible results.
- Test website and web-based projects to ensure they meet quality and performance standards of organisations such as ODI.
- Report on weekly basis.
- Work will be reviewed each quarter after submitting quarter report.

Qualifications:
- Bachelors or relevant certificates from renowned institutes, or related field with at least two year of experience.
- Proficiency in CorelDraw, Adobe Photoshop, Adobe InDesign, PageMaker, MS Office, and Photography.
- Experience with multimedia animations across various formats.
- Knowledge of social media good practices and trends, and short video making.
- Excellent writing and editing skills for social media.
- Strong attention to details and ability to work independently and as part of a team.
- Excellent communication and interpersonal skills to find solutions.

How to Apply: Please submit your CV and a cover letter outlining your experience and qualifications for the position to Ms. Jyoti Agrawal, support@aidmi.org. Also submit graphic design sample. Two references, starting date, and expected amount. We look forward to hearing from you as soon as possible!