



भारतीय प्रबंध संस्थान कोषिकोड

INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE

IIM Kozhikode Campus P.O., Kunnammangalam, Kozhikode,
Kerala State, India – PIN 673570, Tel: 0495 2809160/ 366

RECRUITMENT OF VIDEO EDITOR – DIGITAL LEARNING ON CONTRACT

Notification No. C-78/2026-IIMK.HR

Applications are invited for the filling of contractual position of Video Editor – Digital Learning at Indian Institute of Management Kozhikode.

Position	Video Editor – Digital Learning
No. of Vacancies	1 (One)
Role Overview	The role entails post-production of faculty-authored course content-including editing, motion graphics, and storyboard development: to convert raw recordings into polished, learner-ready video modules delivered across Digital Learning platforms.
Essential Qualification & Experience	Graduate (full-time) with first class from a reputed university, with 2–4 years of relevant experience in video editing/post-production. Relevant professional/vocational certification or demonstrated proficiency in the audio-video production field is mandatory Experience in eLearning projects, or editing digital learning/education-sector video content, is desirable. In addition, the candidate should be proficient in: (i) Adobe Premiere Pro, Adobe After Effects, and Final Cut Pro; direct hands-on exposure to at least one such content creation/authoring tool is a must. (ii) Working knowledge of one or more visual tools such as Adobe Photoshop, Adobe Illustrator, OBS Studio, or Adobe Audition is an added advantage.
Key Responsibilities	1. Edit raw faculty recordings into finished, learner-ready video modules, including cuts, pacing, graphics, captions, and audio cleanup. 2. Interface with faculty, the production team, and other stakeholders on a regular basis to ensure course videos are recorded, edited, and ready for delivery across platforms. 3. Develop digital learning materials, including interactive content, animations, illustrations, and motion graphics, and support the creation of online simulations and games. 4. Design and create storyboards and post-production media, along with associated course elements such as video/audio editing, images, and graphics. 5. Handle complete post-production activities, including editing, graphic design, encoding to different online learning platform specifications (e.g., Open edX, Coursera, SWAYAM), tracking/versioning, and sound. 6. Apply Digital Learning's visual and branding standards consistently across all published video content. 7. Coordinate with the Videographer to understand shoot intent, available takes, and continuity notes before editing.



	8. Manage version control, review cycles, and faculty feedback incorporation through to final sign-off. 9. Organise and archive project files, footage, and final assets in line with Digital Learning's content management practices. 10. Coordinate with other departments and technical experts, including IT, to resolve technical issues in production and delivery. 11. Analyse requirements and design/modify eLearning modules using authorised tools across Digital Learning platforms. 12. Identify potential improvements and new course development/editing tools to strengthen production quality.
Skills & Competencies	1. Sound understanding of pacing, structure, and clarity requirements specific to educational/instructional video. 2. Working knowledge of colour correction, audio levelling, captioning/subtitling, and export/compression settings for online delivery. 3. In-depth knowledge of MS Office (Excel, Word, PowerPoint). 4. Working knowledge of instructional design is desirable. 5. Ability to maintain organised and accurate written and electronic records of all relevant production work. 6. Strong command over written and verbal English. 7. Behavioural competencies including teamwork, flexibility, initiative, and self-motivation.
Consolidated Monthly Remuneration	Rs. 35,000 - 40,000/- (As decided by the selection committee based on experience & competence)
Maximum Age Limit	35 years (as on date of notification)

General Information and Conditions:

1. Interested and eligible candidates may submit applications online at <https://iimk.ac.in/> latest by **5:00 pm of 13.10.2026**.
2. Candidates are requested to upload their photograph, certificates, CV and signature, as per the format prescribed in the online portal.
3. Candidates, who have submitted their applications, are advised to visit our website/ check their emails regularly, for getting update regarding interview schedule, if any.
4. **The engagement to the above position will purely be on contract basis for a period of six months and further extension/s, if any will be depending upon the performance/administrative requirements.**
5. Based on details submitted in the application, candidates will be shortlisted for selection process and interview.
6. Eligible applications would be screened and only shortlisted candidates will be interviewed. Time slots will be communicated by e-mail.
7. **If selected, engagement will be subject to verification of all certificates and experience at the time of joining.**
8. Canvassing in any form and/or bringing in any influence, political or otherwise will automatically disqualify the candidate for the position.
9. Decision of the Director, IIMK regarding the selection shall be final.

Last date for online application is 5:00 p.m. of 13.10.2026

Dated: 23.09.2026



[Handwritten signature]
23/09/2026

Administrative Officer (HR-Staff Matters)