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Delhi and District Cricket Association (DDCA), the Governing Body of Cricket activities in the State of Delhi, engaged in promoting and developing the game of cricket in the National Capital Territory of Delhi invites applications for the position of **Manager Public Relations & Corporate Communication**.

JOB DESCRIPTION

- Manage Print/ Electronic/ Digital Media on behalf of the DDCA & it's Cricket Teams under various categories.
- Manage/ upgrade DDCA's official website
- Content creation for the website to highlight all developments
- Formulate execute content strategy to inform and engage the target audience by employing varied digital and print platforms for content dissemination
- Initiatives through Social Media Platforms including Instagram, Twitter, Facebook, Youtube, and LinkedIn etc
- Planning, organizing Events, Conferences etc
- Effective Management of Branding & Communications strategy.

QUALIFICATIONS/EXPERIENCE

Post Graduate Diploma in Public Relations / Management.

Work Experience: Minimum 10 years of relevant experience (as defined in the JD)

Age: No bar

KEY SKILLS AND COMPETENCIES

- Ability to organize, prioritize and multitask.
- Excellent written and oral communication skills.
- Ability to develop content for various needs (including website)
- Strong interpersonal skills.

COMPENSATION

Commensurate with experience & qualification.

APPLICATION

The applications can be emailed at careers@ddca.co or can be sent (Hard Copy) to The COO, Delhi & District Cricket Association (DDCA), Feroz Shah Kotla Ground, New Delhi - 110002, latest by 19th January'2019.

DDCA, 12th Jan'19