



SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

Internship Opportunity for Students

About SVSU- In tune with its vision of a skilled India, the Government of Haryana established the Shri Vishwakarma Skill University (SVSU), a first of its kind in India, in 2016 to be set up at village Dudhola in District Palwal, Haryana. The University is aimed at providing structured skill qualification programmes that are aligned with existing and emerging job roles in the industry and other sectors. These programmes are mapped with the National Skills Qualifications Framework (NSQF) that shall facilitate upward mobility of students from Certification to Doctoral level. The University is being built on 82.7 acres of land with state-of-the-art infrastructure at a project cost of about 980 Crores with the capacity to train 12,000 students per year as part of its master plan.

The following positions are being offered at the University purely for students as Interns:

Sr. No.	Area/Field	Graphic Design
1.	Number of Interns	02
3.	Educational and other qualifications required	UG/PG Student with knowledge of graphic designing.
4.	Roles and Responsibilities	<ul style="list-style-type: none"> ○ Developing concepts, graphics & layouts for social media handles, website or any other media. ○ Providing suggestions regarding design style, format, print production, and timescales. ○ Knowledge of design software to develop creatives for media.

S.No.	Area/Field	Content Writing/Developing
1.	Number of Interns	02 (One for English & One for Hindi)
3.	Educational and other qualificationsrequired	UG/PG Student with good knowledge of copywriting and content writing.
4.	Roles and Responsibilities	<ul style="list-style-type: none"> ○ Developing content for articles, , social media, press releases, University website, etc. ○ Be well command in English and Hindi (speaking and writing skills) and be able to translate from one to another. ○ Proofread, edit and polish existing or developed content for error-free and consistent content to ensure improved readability and understanding.

S.No.	Area/Field	Video Editing
1.	Number of Interns	02
2.	Educational and other qualificationsrequired	UG/PG Student with Knowledge in video editing.
3.	Roles and Responsibilities	<ul style="list-style-type: none"> ○ Will be responsible for collecting raw footage from the camera person/ other mediasources and preparing the final product for sharing and broadcasting. ○ Adding uncut rushes and sound, and synchronizing and storing them into files on the computer. ○ Digitally cutting files to put together the sequence of the film and deciding what's usable.

S.No.	Area/Field	Photography and Video Shoot
1.	Number of Interns	02 (One for Video and One for Still Photo)
2.	Educational and other qualifications required	UG/PG Student With knowledge of professional photography and video shoots.
3.	Roles and Responsibilities	<ul style="list-style-type: none"> ○ Shoots high-quality digital images and video footage. ○ Works with the content writer, website team, and creative design team to bring initiatives and creative items from conception to completion. ○ Continually updates University stock Photography files of campus locations, buildings, faculty, staff, and students. ○ The person will be required to travel across all center/OJT areas of the University for Various Projects.

S.No.	Area/Field	Social Media Management
1.	Number of Interns	02
3.	Educational and other qualifications required	UG/PG Student with good knowledge in the areas of Social Media Management.
4.	Roles and Responsibilities	<ul style="list-style-type: none"> ○ Generate, edit, publish and share engaging content daily ○ Communicate with followers, respond to queries in a timely manner and monitor customer reviews ○ Stay up-to-date with current technologies and trends in social media, design tools and applications. ○ Ability to deliver creative content (text, image and video etc.)

Internship Details -

Summer Training	1 months (15 June to 15 July, 2022) as per SVSU Norms.
Working Days	Monday to Saturday from Transit Office, Gurugram (As per the requirement of work and task, work from home)
Working Hours	9:00 am- 5:00 pm (As per the requirement of work and task)

Important –

- The candidate(s) shall not be entitled to TA/DA, Transport, and Telephone facilities during the period of internship.
- The candidate shall possess a laptop with requisite software and packages for the delivery of roles and responsibilities.
- SVSU reserves the right to forfeit a candidate's employment on receipt of non-compliance with the University's rules and regulations.
- On successful completion of internship, a certificate will be provided by the University

Last Date to send the Bio-Data duly approved and forwarded by concerned officer is 13th June 2022 at Pro@svsu.ac.in or call at 9991610954