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**GOVERNMENT OF ANDHRA PRADESH
OFFICE OF THE COMMISSIONER & DIRECTOR OF AGRICULTURE &
ANDHRA PRADESH, GUNTUR**

F.No. AGC02-22026/68/2020

dt: -07-2020

Commissioner of Agriculture Andhra Pradesh, Guntur is appointing one Associate Editor with Media, Communications and Writing Expert having previous experience in Agriculture field for Digital Agriculture Cell on contractual basis.

Details of the Job Discription and qualifications mentioned below:

Job Discription:

- Associate editor responsibilities include editing, writing, proof reading, implementing new concepts, designing and preparing page layouts
- To coordinate with Department Officials, Scientists etc to ensure content of high quality submitted by them.
- Suggesting theme, Write headlines, summaries and similar supporting content where appropriate.
- To check the content thoroughly with respect to its content, style and grammar and verify facts cited in material for publication
- To work with the author's to develop content in keeping with the publication's style and editorial policy
- Rewrite text to make it easier for readers / farmers to understand
- To ensure the quality and timeliness of the content that is published
- To make sure that the content published is completely original
- To participate in the editorial meetings, conferences and training
- Coordinating with the Design Team for suitable graphical aspects for publication, and maintaining the image bank
- To achieve the objectives set by the Organization

Requirements:

- The Candidate should have minimum 5-6 years' work experience with command over Telugu –both spoken and written
 - Bachelor's Degree in any Discipline
 - Excellent interpersonal skills, self motivated
 - Strong written and verbal communication skills
 - Ability to work in a team as well as able to work independently
 - Should have passion to excel and be creative
 - Should have an ability to work under pressure and work in tight deadlines ensuring timely and quality execution of the work assigned
 - Good understanding of the publishing procedures and should keep himself/herself updated with current developments in the media
 - Outstanding organizational skills and multitasking ability
 - Knowledge on Agri Input Industry and Farmers requirements is preferred
- **Selection:**
 1. Selection is purely based on requirements as mentioned above
 2. The appointments are purely temporary, the candidate can be terminated at any time without prior notice.
- **Remuneration:**
Negotiable
- **Duration:** One year from Date of appointment(after six months the candidates performance will be reviewed for continue of service.)

The Commissioner of Agriculture, AP, Guntur is empowered to reject any application on what so ever reason.

Interested candidates may apply for the above posts duly giving bio data in prescribed Bio - data form along with Xerox copies of relevant certificates and submit their application in the “ **Office of Commissioner & Director of Agriculture, Agricultural Market Committee Road .Chuttugunta Circle, Besides Rythu bazar, Guntur, Andhra Pradesh 522004** before 5.00pm by post or in person on or before **28-07-2020.**

**Commissioner of Agriculture,
AP,Guntur.**