



# INDIAN INSTITUTE OF INSOLVENCY PROFESSIONALS OF ICAI

## इंडियन इन्स्टीट्यूट ऑफ इनसोल्वेंसी प्रोफेशनलस् ऑफ आई.सी.ए.आई.

CIN NO. U80301DL2016NPL308613

IIPI invites ONLINE applications from competent professionals for the position of **EDITOR** on contract basis. The details for Job Description for the position are as follows:

Position	Editor
Qualifications & Experience	<ul style="list-style-type: none"><li>Graduation in print and electronic Journalism/Mass Media, preferably a Chartered Accountant with a strong background in Business Journalism having at least 5 years' experience in a Business Journal, Newspaper, Magazine or other publication, etc.</li></ul>
Age	<ul style="list-style-type: none"><li>30 -35 years</li></ul>
Skill Sets required	<ul style="list-style-type: none"><li>Identify and follow-up of story leads/ideas, create writers' groups, knowledge of IBC and latest trends in the field, handling correspondence, excellent writing skills, etc.</li></ul>
Job Profile	<ul style="list-style-type: none"><li>Administrative experience in running a publications unit.</li><li>Should have excellent writing skills in English and a record of published articles.</li><li>Should be able to launch a publication schedule for and prepare a format for Technical, Regulatory and Professional publications.</li><li>Identify and develop potential contributors to the publications vested with the Editor.</li><li>Manage experienced writers for ensuring a flow of articles, etc.</li><li>Establish and support the Editorial Board and help set up sub-boards at other Centres.</li><li>Ensure quality assurance for publications of IIPI.</li><li>Follow-up on assigned issues till closure, etc.</li></ul>
Administrative	<ul style="list-style-type: none"><li>Accounts, administration, obtention of financial approvals and maintenance of records, etc.</li><li>To ensure all statutory compliances/obligations</li></ul>
CTC	Rs. 6 lakhs pa

Note: all terms and conditions are subject to change by IIPI and its decision in this regard shall be final.

Eligible persons may submit their CVs at: [ip\\_recruitment@icai.in](mailto:ip_recruitment@icai.in)

**Last date for Application: 30-01-2020.**

**Registered Office :** 'ICAI BHAWAN', Post Box No. 7100,  
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