



INDIAN INSTITUTE OF INSOLVENCY PROFESSIONALS OF ICAI (IIIPI)

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

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

Eligible person may submit their CV's at : ip_recruitment@icai.in

Last date for Application : 31-03-2020.