

## JOB PROFILE

**Centre for Public Policy Research:** CPPR is a research based public policy think-tank based in Kochi. CPPR works in areas such as research promotion, knowledge dissemination and capacity building. It has a talent pool from various parts of the country, who are experienced in handling socio-economic research projects. CPPR has always believed in engaging the right individuals for its initiatives and efforts in the area of public policy. We therefore welcome people who have a penchant for public policy and display unique skill sets and managerial capacities to work in CPPR!

<b>Job Title</b>	<b>Editor</b>
<b>Department</b>	Program
<b>Location</b>	Kochi
<b>Salary</b>	As per industry standards
<b>Scope of Position</b>	Responsibility to edit all content produced in CPPR

### **Key responsibilities:**

- Responsible for maintaining high quality in written and oral content produced in CPPR.
- Responsible to edit the following:
  - Research Papers
  - Articles for publication on online and print media
  - CPPR Blog
  - Content on CPPR website
  - Materials of publicity like brochures, newsletters
  - Content for social media platforms
- Responsible to propagate and implement the editorial policy of CPPR.

### **Qualifications and Experience:**

- Post graduation in Mass Communication or Journalism
- Minimum 2 years of relevant experience
- Fluency in English and Malayalam (added advantage)
- Knowledge of how to leverage social media analytics a preferred skill
- Interested in interacting with people and good networking skills
- Good analytical and organization skills
- Must be a proactive problem solver with demonstrated ability to work independently as well as in a team environment.
- Organized, able to multi task, high level of attention to detail.