OBAFEMI AWOLOWO UNIVERSITY, ILE-IFE
CENTRE FOR DISTANCE LEARNING, MORO CAMPUS

VACANCIES

The Obafemi Awolowo University Ile-Ife, Centre for Distance Learning hereby invites applications from suitably qualified, competent, experienced and resourceful applicants.

Job title: Graphic Designer / Video Editor

Location: Centre for Distance Learning, Moro Campus

Job Description

- The graphic designer/video editor is charged with determining the best ways to visually represent Centre's programmes.
- It is very much a people-oriented job, involving development of high-level creative concepts for design projects including branding, animations and infographics for video, print and social media outlets. It also involves working with internal and external collaborators, pitching designs and understanding Centre's needs, vision and objectives.

Responsibilities

- Design graphics, animations and videos for course materials.
- Edit course videos into suitable formats for placement in the Learning Management System.
- Design visual content for print and digital applications that is on-brand, reinforces Centre's status and reputation, and is appropriate for our various audiences.
- Design layouts for brochures, posters, books or magazines.
- Design layout of materials for internal and external programme promotions and communications
- Design layout of essential business materials (e.g. business cards, presentations).
- Creating logos for events, marketing campaigns or products.
- Web design for websites using animation and file optimization techniques.
- Inserting dialog, sound effects, music, graphics, and special effects.
- Developing two and three-dimensional images for packaging, greeting cards and other products.
- Create infographics and presentation materials to simplify communication of complex concepts and data.
- Edit video clips for use on social media platforms.
- Create short videos to highlight, recap, and promote various programmes and events.
- Work autonomously and develop high-quality concepts with minimal instruction.
- Manage timelines and prioritization of workload, and know when to ask for direction
- Assist team in developing and executing communications plans.
- Provide technical support for design- and video-related efforts.
- Optimize graphics and video content for social media platforms.
- Maintain organized content files, and help to organize and archive existing video and graphics files;

- Other duties as assigned.

Required Qualifications

- First Degree/HND in Communications, Journalism (with specialization in Photography and Cinematography), Marketing, Graphic Design, Fine Arts or related field, or demonstrated success in relevant professional fields with a portfolio of work done.
- Minimum of 3 years related professional experience in a production environment.
- Strong visual communications skills, including the ability to communicate complex concepts and data through images and videos;
- Solid verbal and written communication skills.
- Thorough knowledge of Adobe Creative Suite (mainly InDesign, Illustrator, Premiere, and Photoshop), Microsoft Office, CorelDraw, DropBox, Final Cut Pro X, Avid Media Composer, Lightworks, Premier and G Suite.
- an understanding of HTML and other web design applications.
- expertise in print design, photography, cinematography and organizational branding.
- experience in color and design fundamentals, motion graphics, traditional typography, digital illustration, webpage scripting, business graphic design and webpage design.
- Well organized with a keen eye for aesthetics and high attention for details;
- familiarity with best practices for graphics and video content on social media platforms (YouTube, Facebook, Twitter, Instagram, Tik Tok);
- technically proficient with the ability to troubleshoot and problem-solve;
- ability to work independently as well as collaboratively with colleagues;
- excellent organizational skills, including the ability to manage multiple tasks and projects simultaneously while meeting deadlines;
- consulting with the project/programme coordinator and production team throughout the project; and
- ability to translate ideas into complete projects.

Salary: CONTISS 8 (N1,460,038.00) per annum

METHOD OF APPLICATION:

- Please forward a Letter of application and a resume (CV) in the format below as a **single MS Word document** to adminsec@oaucdl.edu.ng.

A. PERSONAL DATA

Surname:
Other Names:
Sex:
Date of Birth:
Nationality:
State of Origin:
Senatorial District:
Local Government Area:
Permanent Home Address:

Telephone No:
E-mail Address:
Marital Status:
Number of Children/Age:
Next of Kin:
Address of Next of Kin:

B. EDUCATIONAL INSTITUTIONS ATTENDED WITH DATES
C. ACADEMIC/PROFESSIONAL QUALIFICATIONS/DISTINCTION OBTAINED WITH DATES
D. WORK EXPERIENCE WITH DATES
E. CONFERENCES/SEMINAR/WORKSHOP ATTENDED WITH DATES
F. MEMBERSHIP OF PROFESSIONAL ORGANIZATIONS
G. EXTRA CURRICULAR ACTIVITIES
H. REFEREES (Three)
I. _____ _____

Signature Date

Applications and credentials should be sent electronically (i.e. via email) with the job title clearly indicated as the subject of the mail.

Only shortlisted candidates will be contacted. Each shortlisted candidate will be required to have **three (3) referees who should forward their confidential reports directly to the Administrative Secretary** adminsec@oaucdl.edu.ng or Administrative Secretary, Centre for Distance Learning, Moro.

CLOSING DATE – **Deadline for submission of Applications:** 1st April, 2022

SIGNED:

T.O. Faniran (Mr.)
Ag. Administrative Secretary