Applications are invited from suitably qualified candidates to work on a contract basis as Resource Person for Video Editing at the MIE for an initial period of six months as from May 2021.

Minimum Qualifications:

➢ BSc (Hons) in Digital Arts or Graphic Design and Multimedia/Film and Video Production or related field;
➢ Knowledge of modern video editing techniques; and
➢ Experience in the field of education and teaching will be an advantage.

Candidates should produce written evidence of knowledge claimed. The onus for the submission of equivalence of qualifications (if applicable) from the relevant authorities rests solely on the candidates.

Candidates with disabilities possessing the required qualifications are encouraged to apply.

Candidates Profile:

➢ be talented and experienced in Video Editing;
➢ be able to assemble recorded video footages and projects;
➢ be able to apply artistic editing techniques, and to create finished broadcast-worthy projects that accurately reflect the vision of the Production Director;
➢ be proficient in oral and written English and French Languages;
➢ display high level of professional ethics and confidentiality; and
➢ be available for immediate employment.

Duties:

The Resource Person is expected to carry out the following duties:

➢ Work with the production team to establish the desired feel and edit videos;
➢ Consider and analyse brief to grasp production team’s needs and specifications;
➢ Gather and transfer all forms of media into editing software and ensure updates in the correct format;
➢ Operate computer editing systems and equipment used for video media and effects;
➢ Improve videos and sound quality using various video software;
➢ Review shooting scripts and raw materials to create a shot decision list based on storyboard and production specifications;
➢ Continuously discover and implement new editing techniques and in line with industry’s best practices to maximize efficiency.
➢ To perform other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Resource Person in the roles ascribed to him.

**Remuneration:** A flat rate of Rs 23,500/= per month will be paid subject to satisfactory performance. All travelling expenses to attend official duties will be refunded at bus rate.

Applications should be submitted in two copies on the prescribed form obtainable at the Reception Desk, Mauritius Institute of Education, Réduit during office hours on weekdays, or can also be downloaded from our website: [http://www.mie.ac.mu](http://www.mie.ac.mu)

Candidates are advised to read carefully the “ADVERTISEMENT AND REQUIREMENTS FOR RESOURCE PERSON” before submitting their application(s). Incomplete, inadequate or inaccurate filling of the form(s) may cause the applicant’s elimination from consideration. It is an offence to give false information or conceal any relevant information. This may lead to an application being rejected or, to the termination of the appointment if a candidate has already been appointed.

Application forms duly completed and supported by photocopies of birth, educational certificates and all relevant documents should reach the Office of the Registrar, Mauritius Institute of Education, Réduit, at latest by **Tuesday 25 May 2021 at 15 00**. Candidates must produce written evidence of any experience claimed.

**Late applications will not be considered.**

The post applied for should be clearly marked on the top left-hand corner of the envelope. The Mauritius Institute of Education reserves the right:

(i) to call for interview only the best qualified candidates; and
(ii) Not to make any appointment as a result of this advertisement nor will assign any reason thereof.

**Interested candidates are requested to contact the Registrar’s Office, 7th Floor, MIE Tower, Réduit for any additional information.**

Registrar
Mauritius Institute of Education
Réduit
Tel: 401 6555
Fax: 454 1037
[registrar@mie.ac.mu](mailto:registrar@mie.ac.mu)
[www.mie.ac.mu](http://www.mie.ac.mu)  
**Date:** 18 May 2021