

<b>Designation</b>	Assistant Manager -Communications
<b>Location</b>	Remote
<b>No. of Vacancies</b>	1

Piramal Foundation’s vision is to transform Health, Education, Water and social sector ecosystems through partnerships, high impact solutions and thought leadership. We have a presence in 27 Indian states and 2 Union Territories. Our approach to address these deep-rooted barriers

- **Partnerships approach** to draw additional resources, a vast pool of diverse expertise, and innovations to tackle a social sector problem at scale
- **Platform approach** to influence systemic transformation through an alliance of partners for "scalable learning" by leveraging a pool of diverse resources to address a single problem with speed

Digital Bharat Collaborative (DBC), a part of Piramal Foundation, supports the government to transform the public healthcare system by building a robust digital delivery platform that ensures availability and accessibility of quality healthcare for all. Through this, we seek to enhance experiences of citizens in accessing government health services at the last mile.

**Job Summary:**

The DBC Communications team aims to support DBC to fulfil its vision and mission; build awareness of DBC, support the partnership team towards growing and strengthening partnerships, grow the profile of leadership team in media and build the DBC brand

**This role will be responsible for but not limited to the following:**

- Support in DBC Comms strategy
- Develop & implement impactful comms plans
- Ensure website is updated
- Build rapport with program teams
- Conduct key research to develop assets
- Support Capacity building of Comms SPoCs from program teams
- Maintain cadence calls with SPoCs from Program teams

**Desirable Qualification & Experience**

- 4 years as a Communications resource, preferably in the social sector

**Essential Skills:**

- Professional fluency in English
- Established experience and skills in English content writing (social media, website, creative content)
- Good knowledge of Hindi
- Full working knowledge of MS Word, PPT and Excel
- Working knowledge of Canva

**Travel:** 40% Travelling.



**Application process:** Candidates interested in the role may apply with their updated resumes by filling out the application form here:

[https://docs.google.com/forms/d/e/1FAIpQLSfAnUP0KkNr3z9H7dBHTr2v6igVVzbJMtZwYIOi2uQvcjAEQA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSfAnUP0KkNr3z9H7dBHTr2v6igVVzbJMtZwYIOi2uQvcjAEQA/viewform?usp=sf_link)

<b>Designation</b>	Sr. Communications Executive
<b>Location</b>	Remote
<b>No. of Vacancies</b>	1

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**This role will be responsible for but not limited to the following:**

- Develop content for social media, website and brochures
- Coordinate with program team SPoCs
- Travel to field sites for documentation
- Support in PPT development
- Maintain photo and video archives
- Conduct Research

**Desirable Qualification & Experience**

- English Literature/Communications degree
- 1-2 years relevant experience either as an intern or full time

**Essential Skills:**

- English fluency
- Creative writing skills
- Knowledge of social media
- Event management
- Knowledge of Hindi
- Working knowledge of Canva

**Travel:** 30%-40% Travelling.

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[https://docs.google.com/forms/d/e/1FAIpQLScvky\\_GJWK8xL4jroRe8cB6naLTkrXV23YatawBXXRBoPs4Gw/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLScvky_GJWK8xL4jroRe8cB6naLTkrXV23YatawBXXRBoPs4Gw/viewform?usp=sf_link)