



# IIT PALAKKAD TECHNOLOGY IHUB FOUNDATION

(Incorporated under Section 8 of the Companies Act 2013)

**Ref: IPTIF/HR/Adv/2025/05**

**28th July 2025**

Palakkad

## **Advertisement for the position of Junior Associate ( Programs and Creative Designs)**

### **About NM-ICPS and TIH-ICS**

The Union Cabinet approved the National Mission on Interdisciplinary Cyber-Physical Systems (NM-ICPS) to be implemented by DST with a total outlay of Rs.3660 crore for a period of five years. The Mission aims to create a strong foundation and a seamless ecosystem for CPS technologies by coordinating and integrating nation wide efforts encompassing knowledge generation, translation research, technology and product development, human resource development, innovation & commercialization standards and international collaborations. To this end, a TIH on Intelligent Collaborative System (TIH-ICS) has been established at Indian Institute of Technology Palakkad.

### **About IIT Palakkad**

Indian Institutes of Technology (IITs) are autonomous public institutions of national importance for higher education in engineering, science and technology. IIT Palakkad was announced by the Government of India in 2014, and began with a headstart in the very next academic year, 2015-16, with the support of IIT Madras. The academic program was launched by admitting students to the B. Tech. course in the disciplines of Civil Engineering, Computer Science & Engineering, Electrical Engineering and Mechanical Engineering. IIT Palakkad can already boast of a vibrant student and faculty community drawn from different parts of the country; it has truly emerged as a microcosm of India.

### **About the company**

IIT Palakkad has established IIT Palakkad Technology IHub Foundation (IPTIF) to facilitate the Technology Innovation Hub on Intelligent Collaborative Systems (TIH-ICS) setup at IIT Palakkad by NM-ICPS coordinated by the DST, Govt. of India. TIH-ICS, through IPTIF, plans to attract potential and harness expertise available nationwide, thus fostering research innovation, world-class technology and product development. IPTIF also plans to build linkages with research institutes and labs within and outside India. One of the primary goals of this company is to work in close collaboration with the industry to deliver commercial technology and products, and build a vibrant innovation ecosystem by providing a reliable platform for technology-based start-ups and entrepreneurs.

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IIT Palakkad Technology IHub Foundation

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## Job Description

**Position:** Junior Associate - Programs and Creative Designs

**Nature:** Full-time, On-site

**Location:** Palakkad, Kerala

**Start Date:** Immediate

**Context & Role:** IPTIF over the past five years have supported multiple technology development projects, supported startups and entrepreneurship, conducted skill development programs and events and forged collaborations with National and International Organizations.

IPTIF, being a young organization with a small team, has an entrepreneurial work culture and we require the successful candidate to be adaptive, flexible, ready to operate under tight deadlines and be a good team player with multi ability to strategize and work independently. The roles and responsibilities are described below.

### Key Responsibilities:

- Conceptualize and design creative digital content for marketing campaigns, events, and branding (posters, banners, brochures, presentations, etc.).
- Design visual content for social media platforms (LinkedIn, Instagram, Twitter, Facebook etc.) aligned with IPTIF's branding.
- Develop branding materials including logos, icons, UI elements, and website graphics.
- Collaborate with the business development and operations team to ensure visual consistency across IPTIF activities.
- Handle print-ready designs for flyers, roll-ups, event kits, reports, and newsletters Technology Booklets etc.
- Capture photography and video of events and support video editing and animation tasks as needed (for events or promotional videos).
- Maintain a repository of design assets, templates, and visual brand guidelines.
- Ensure timely delivery of design deliverables and iterate based on feedback.
- Co-ordinate and facilitate IPTIF organized /supported programs.
- Prepare and Maintain IPTIF program records
- Support Outreach for IPTIF organized programs.
- Any other roles assigned by the Chief Operating Officer from time to time.

### Educational Qualifications:

- Bachelor's degree or diploma in Graphic Design, Visual Communication, Fine Arts, Multimedia, or any other relevant field. A Master's Degree will be an added advantage.



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- Certification courses in design software or UI/UX are a plus.
- Prior experience in an academic/tech/startup ecosystem will be advantageous.

## Required Skills:

- Proficiency in design tools: Adobe Creative Suite (Illustrator, Photoshop, InDesign, XD), Figma, Canva, or equivalent.
- Strong portfolio showcasing graphic design, branding, and social media creatives.
- Knowledge of typography, color theory, and composition.
- Understanding of designing for print and digital mediums.
- Basic animation or video editing skills (Adobe Premiere Pro / After Effects) – preferred.
- Creative thinking, attention to detail, and ability to translate abstract ideas into visual form.
- Ability to manage multiple design projects and meet deadlines.
- Good communication and collaborative skills.

## Emoluments & other terms

- Remuneration will be as per qualification and experience
- Duration of employment will be initially for **One year** with a scope of extensions subject to performance and fund availability.
- The selected candidate will have to work on-site at Palakkad and join at the earliest.

## Application process

Interested candidates can apply: <https://forms.gle/DokhaW4MfH4WRuZB8>

Date of Application:- At the earliest.

For any further clarifications please send email to: [manager-hr@iptif.tech](mailto:manager-hr@iptif.tech)

IPTIF holds the right to stop receiving applications when we identify the right candidate.

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