

Content Writer & Researcher

MyGov is the citizen engagement platform of Government of India. It is an Independent Business Division under Digital India Corporation, a Section 8 company under the Ministry of Electronics & Information Technology. Details about MyGov can be seen at <https://MyGov.in>.

MyGov is looking for a **Content Writer & Researcher**, should be familiar with researching, coordinating, collecting and writing content including for articles, blogs, infographics, videos etc.

An ideal candidate should be aware of the big picture details-oriented person, data-driven, who can weave a visual story. Understands the news and the pulse of the news.

The ability to work in a dynamic and exciting environment with strict deadlines and in a team is highly valued. Ultimately, you'll be required to drive citizen engagement.

You will be under probation for the first 3 months from the date of joining. It is not mandatory for MyGov to absorb you or offer you a regular contract after the completion of the probation period. The period of probation can be reduced or increased by MyGov and shall be solely based upon your performance.

After successful completion of the initial contract period, a regular contract will be given.

Please review the positions listed below and apply in the form given in this notification. MyGov is hiring experienced professionals for Content Writer & Researcher.

Interested candidates may apply in this form.

Position: Content Writer & Researcher

No. of Position(s): 2

Qualification: Graduate/ Post-graduate – English Hons. / Masters in English

Years of Experience: 0 - 3 years of experience

Roles & Responsibilities

- Responsible for carrying out relevant and interesting content related to all major govt schemes and activities (this includes but is not restricted to 52-odd ministries). These could be the flagship schemes, or minor ones – our researchers know the historical contexts, and current performance.
- Aware of the big picture details-oriented person, data-driven, who can weave a visual story. Understands the news and the pulse of the news.
- The candidate should also be able to write in English. The candidate should be familiar with researching, coordinating, collecting and writing content including for articles, blogs, infographics, videos etc.
- The ability to work in a dynamic and exciting environment with strict deadlines and in a team is highly valued.
- Researching, coordinating, collecting, writing content on daily basis
- Developing Data Documents
- Any other task related to research and content writing

Requirements

- Proven work experience
- Team Player
- Ability to meet deadlines