



**INTERNATIONAL INSTITUTE OF TROPICAL AGRICULTURE (IITA)
SHORT-TERM CONTRACT VACANCY ADVERTISEMENT**

Ref: STS2022-011	Position: <ul style="list-style-type: none">Information Technology/Graphics Design Assistant
Location: Ibadan	Recruitment Type: STS- National (6-months renewable contract)
Date Posted: 14 July 2022	Closing Date: 21 July 2022

The International Institute of Tropical Agriculture seeks suitable applicants for the position below at the Institute's Headquarters in Ibadan:

Position: Information Technology/Graphics Design Assistant

Duration: 6 months renewable

Location: Ibadan

DUTIES:

- Oversee social media accounts (e.g. Facebook timeline cover, profile pictures and blog layout, Instagram page, Microsoft outlook, Twitter).
- Post regularly text, videos and images that engage Office target market.
- Identify social media events such as interesting hashtag, sensitive topics and share appropriate contents that align with company social media strategies.
- Communicate with followers, respond to queries in a timely manner and monitor customer reviews.
- Host live stream events to actively engage their audience and provide highly interactive entertainment directly to audience.
- Develop the overall layout and production design for advertisements, brochures, magazines, and corporate reports.
- Design Project Training Manuals and coordinate all graphics and media activities.
- Design graphics and videos to meet specific commercial or promotional needs, such as packaging, displays, logos, or imagery for print and digital use including social media posts, website graphics etc.
- Collaborate closely with copywriters using Learning Management System (LMS) to create E-learning platform (Moodle).
- Transform statistical data into visual graphics and diagrams.
- Perform any other job-related task as may be assigned by the Supervisors.

QUALIFICATION:

HND/BSc in Computer Science or related field with a minimum of two (2) years' experience performing similar or related role in a well-structured organization.

COMPETENCIES:

The ideal candidate must:

- Have ability to work with minimal supervision and good communication skills.

REMUNERATION:

We offer highly competitive salary with equally attractive benefits and excellent working conditions in a pleasant campus environment.

METHOD OF APPLICATION:

Interested applicants should complete the online application attaching detailed cover letter and curriculum vitae saved with their names in Microsoft word format to IITA website: <http://jobs.iita.org/erecruit> no later than One Week from the date of this publication. The application must include the names and e-mail addresses of three professional referees which must include the applicant's current or previous direct Supervisor, professional colleague and evidence of current remuneration package.

IITA is an equal opportunity employer and is committed to building a diverse workforce, particularly welcoming applications from women. While all applications will be acknowledged, please