



Advertisement No. MAL/82/2022/PT. IV/134

Dated Shillong, 15<sup>th</sup> April 2026

**ADVERTISEMENT**

The Meghalayan Age Ltd (MAL) for the implementation of the MyMeG Project, is conducting interviews from eligible candidates to fill up the following positions on 3 months' probation and then 1-year fixed term contractual basis.

Sl. No.	Position	Desired Qualifications & Experiences	No. of Vacancies	Monthly Emolument
1.1	Video Editor	<p><b>Job Responsibilities:</b></p> <ul style="list-style-type: none"><li>• <b>Project Planning and Analysis:</b> Begin every project by reviewing and analyzing video briefs and creative requirements. Collaborate with the team and creative head to understand the brand vision, project objectives, and storytelling intent.</li><li>• <b>Creative Conceptualization:</b> Develop creative video concepts and editing solutions that align with brand requirements. Create storyboards and visual references to effectively communicate the editing direction, ensuring a cohesive narrative and visual style for each project.</li><li>• <b>Video Editing and Post-Production:</b> Execute high-quality video editing, including cutting footage, adding transitions, color grading, sound design, and incorporating motion graphics. Ensure the final output is optimized for various platforms (social media, presentations, advertisements) while adhering to brand guidelines.</li><li>• <b>Collaboration and Feedback:</b> Work closely with script writers, designers, and communication coordinators to ensure seamless integration of text, visuals, and audio. Regularly present work to the creative director, take constructive feedback, and implement revisions to meet client expectations while maintaining quality and cohesion.</li><li>• <b>Technical Expertise:</b> Proficient in industry-standard video editing software, particularly Adobe Premiere Pro, After Effects, and other tools in the Adobe Creative Suite. Stay updated on emerging trends and technologies in video editing and production to ensure modern and innovative outputs.</li><li>• <b>Project Management:</b> Handle multiple projects simultaneously with tight deadlines. Maintain high standards of quality under pressure and ensure timely delivery. Efficiently manage file</li></ul>	1	₹ 30,000 – ₹40,000/-  (Depending on years of experience and performance review)



		<p>organization, asset libraries, and workflows to streamline the editing process.</p> <ul style="list-style-type: none"> <li>• <b>Professional Skills:</b> Demonstrate strong visual storytelling abilities, creative thinking, and attention to detail. Exhibit excellent communication skills, the ability to work both independently and as part of a team, and adapt to dynamic project requirements.</li> <li>• <b>Quality and Efficiency:</b> Deliver high-quality video content within compressed time frames without compromising on precision or brand consistency. Establish efficient workflows to ensure quick turnaround times and maintain professional excellence in every deliverable.</li> </ul> <p style="text-align: center;"><b>Essential Skills:</b></p> <ol style="list-style-type: none"> <li>1. Proven experience in video editing and graphic design with a strong portfolio showcasing creative storytelling and attention to detail.</li> <li>2. Proficiency in video editing software and design tools (such as Adobe Premiere Pro, After Effects, Photoshop, Illustrator, and DaVinci Resolve).</li> <li>3. Ability to collaborate effectively in a team environment while adhering to project deadlines.</li> <li>4. A degree in Film, Media, Design, or related fields is an added advantage.</li> </ol> <p style="text-align: center;"><b>Desired Experience:</b> 3-5 years of relevant experience</p> <p style="text-align: center;"><b>Desired Qualification:</b> Bachelor's degree in Mass Communication or related fields</p>		
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**Age Limit:** Up to 35 years.

**1. Place of Posting:** Selected candidate shall be posted in Shillong.

**2. Remuneration:**

**2.1** The monthly emolument is mentioned in the above column.

**3. Duration of Contract:** The above positions are for 3 months' probation and then 1-year fixed term contractual basis.

**3.1** A detailed document of terms and conditions of engagement would be provided to the selected candidates and a deed agreement would have to be signed by the selected candidate with the MAL to that effect.

**4. Interview:** MAL will conduct a walk-in interview in their office located at-

**Meghalayan Age Limited,  
Shalom Building, 1<sup>st</sup> Floor, Lower  
Lachumiere, Shillong – 793001,  
Meghalaya, India Landmark: Near  
Gold's Gym**



**6.1** Candidate must come for the interview with the following documents.

- 6.1.1 Updated Resume
- 6.1.2 Educational qualifications certificates
- 6.1.3 Proof of Experience or Experience Certificates
- 6.1.4 Latest salary slips or proof of salary from the current or previous organizations
- 6.1.5 Additional or technical qualifications certificates (if any)
- 6.1.6 Identity Proof (PAN Card or Aadhar Card)

**7. Selection Process:**

**7.1** There will be personal test and interview for the position.

**7.2** Application Link : <https://forms.gle/6hJjWdbmLa1tiBtX6>

**7.3** Last Date of Application : 22<sup>nd</sup> April 2026

**7.4** Tentative date for test and interview : 24<sup>th</sup> April 2026

**7.5 General Information:**

**7.6** The number of vacancies indicated in the advertisement and notification is tentative. MAL reserves the right to increase/decrease the number of posts at the time of selection and make appointment(s) accordingly, if more vacancies do exist in between the advertisement and the selection process.

**7.7** MAL reserves the right to fill or not to fill any or all the positions advertised or cancel recruitment procedure at any stage without assigning any reason thereof.

**7.8** No TA/DA shall be paid for attending the interview.

Sd/-  
(Shri. Robert Lyngdoh)  
Chief Administrative Officer  
Meghalaya Age Limited

**CC:**

1. Shri. Vijay Kumar D, IAS, Chairman cum Managing Director, Meghalayan Age Limited, for kind information.
2. Shri. C. V. D. Diengdoh, IAS, Executive Director, Meghalayan Age Limited, for kind information.

