



# GONDWANA UNIVERSITY

## Gadchiroli – 442605 (M.S.)



### TribeTech Community Entrepreneurship Foundation (TRICEF)

(A Section 8 Company)

Incubation Centre of Gondwana University, Gadchiroli

#### Advertisement No. TRICEF/02/2025

Applications in the prescribed format are invited from the eligible candidates for the following Post to be filled in the TRICEF Gadchiroli which is promoted by Gondwana University & supported by Maharashtra State Innovation Society (MSInS). These appointments will be contract basis for the period of 3 years. The candidates appointed will not be entitled to claim the regular appointment. However, reappointment of the candidates would be possible based on the performance.

Following compensation will be offered to desiring candidates. The compensation stated is indicative and can be alter as per the performance.

Sr. No.	Name of the Post	No of Post	Salary*
1	Web/Content Developer	01	Rs. 15,000 PM

\*Negotiable based on experience and performance of the candidate.

Application should include detailed CV of the candidate as per the format provided (See Appendix-1)

TRICEF Gadchiroli reserves right to fill or to modify or to alter or to cancel the advertisement at any stage.

Detail formats can be downloaded from the URL <https://unigug.ac.in>. Send 2 copies of completed application form along with relevant certificates to "The Director, Innovation, Incubation & Linkages, New Examination Building, Gondwana University, Gadchiroli - 442605 (M.S.)". The envelope containing application should be superscribed with Advertisement No. "TRICEF/02/2025" and Application for the post of "Web Content Developer".

The last date for submitting duly completed application in the prescribed format along with relevant certificates (academic/work experience etc.) is on or before 25/08/2025.

Chairman  
TRICEF, Gadchiroli

Date: 14/08/2025

**Job Title:** Web/Content Developer**Job Profile:**

The Web/Content Developer will support TRICEF's incubation and outreach activities by creating, managing, and updating digital and print content. The role involves graphic design, photography, videography, website/social media management, and client interaction. The candidate will work under the guidance of the Director of Innovation, Incubation, and Linkages.

**Key Responsibilities:**

- Create graphics, layouts, and DTP materials for print/digital use.
- Capture and edit photos/videos for promotional purposes.
- Develop and maintain content for the website, marketing, and social media.
- Update and manage web pages, social media handles, and publicity materials.
- Assist clients, visitors, and stakeholders professionally.
- Ensure timely and accurate content delivery.

**Essential Qualifications:**

- Bachelor's degree in any discipline from a reputed institute/university.
- Skills in Content Development, Digital Marketing, Web Development, Graphic Design, Photography/Videography.
- Experience is desirable but not mandatory.

**Skills Required:**

- Proficiency in design and editing software (Photoshop, Illustrator, CorelDRAW, Canva, etc.).
- Website and social media management skills (WordPress, HTML/CSS preferred).
- Strong communication skills in English and Hindi/Marathi.
- Creativity, attention to detail, and multitasking ability.

**Chairman**  
**TRICEF, Gadchiroli**

**TribeTech Community Entrepreneurship Foundation (TRICEF)**

**(A Section 8 Company)**

**Incubation Centre of Gondwana University, Gadchiroli**

**Advertisement No. TRICEF/01/2025**

**Application Form**

To,

**The Director,**

Innovation, Incubation & Linkages,  
Gondwana University, Gadchiroli-442605

Passport Size  
Photo

**Subject: Application for the post of “Web/Content Developer”.**

Respected Sir,

I, hereby, submit my application for the post mentioned above, with the following details:

1. Name in full (in capital letters)

Mr./Ms.-

2. Postal Address in full :-

Mobile No.-

Email Id:-

3. Date of Birth:

4. Age:

5. Sex:

6. Category:

7. A) Nationality:

B) Languages Known:

**6. Educational Qualification/s:**

Examination Passed	University/Board	Month and Year	Subjects		% of Marks	Grade

**7. Experience:**

Organization/ Company	Position held	Nature of the appointment	Period of Appointment		
			From	To	Total

8. Name, Addresses & contact number of two persons to whom reference may be made.

9. List of Documents Enclosed:

**Declaration**

I, hereby, declare that all information submitted in this application and in its accompaniments is true, complete and correct to the best of my knowledge and beliefs. I accept that in the event of any information being found false, incomplete, or incorrect, my candidature/appointment is liable to be cancelled/terminated at any stage. I have read carefully all instructions given in the concerned advertisement.

Place:

Date:

Name and Signature