

MAHATMA GANDHI INSTITUTE

TEMPORARY EMPLOYMENT

Applications are invited from suitably qualified candidates who wish to be considered for employment on a **temporary basis** as **GRAPHIC DESIGNER** at the Mahatma Gandhi Institute.

- QUALIFICATIONS:**
- (a) Cambridge School Certificate with credit in at least five subjects, including English Language and French obtained at not more than two sittings
 - (b) A Cambridge Higher School Certificate with two subjects at 'A' Level with at least one 'A' Level in Art/Design or related field
 - (c) Diploma in Visual Arts or Graphic Designing or Digital Arts or Communication Graphics or Web and Multimedia Development or an equivalent qualification acceptable to the MGI & RTI Council.

Proficiency in operating Software (Adobe, Photoshop, Illustrator, Indesign) on Windows and MACOS platforms, mobile computing (Java, Android NET) would be an advantage.

Note:

Candidates should produce written evidence of knowledge claimed with regard to the above.

SALARY: Rs21850/- monthly plus salary compensations at the approved rates.

DUTIES:

1. To work with Language Experts in conceptualizing the students' learning needs.
2. To develop objectives and ensure that the content matches those objectives.
3. To structure content and activities for student learning.
4. To create media to support learning through use of multimedia packages i.e HTML 5 programming, CSS and Adobe software, etc.

5. To prepare edutainment materials through games, exercises, etc.
6. To work on audio and video editing.
7. To assemble together images, typography or motion graphics to create a piece of design.
8. To create the graphics to accompany texts for publication and for electronic media.
9. To be responsible for typesetting, illustrations, user interfaces, web design, etc.
10. To design, develop, evaluate multimedia applications, software, tools & techniques.
11. To develop interactivities for online materials for Moodle Platform.
12. To monitor the platform for online Introductory Courses (Front-end, Back-end) and other courses.
13. To perform other duties directly related to the main duties listed above or related to the delivery of the output and results expected from incumbents in the roles ascribed to them according to their postings.

AGE LIMIT:

Candidates, unless employed in the Government Service or in Parastatal Organisations, should not have reached their 45th birthday by the closing date for the submission of applications.

MODE OF APPLICATION:

Application forms for the post are available at the Reception Counters of the Mahatma Gandhi Institute, Moka and Rabindranath Tagore Institute, Ilot, Pamplemousses. The form can also be downloaded from the website of the MGI at the following address:

<http://www.mgirti.ac.mu>

Applications should be made on the **prescribed form** and returned, duly filled in, along with copies of the Birth, Marriage (where applicable), Academic and Professional Certificates and a valid Certificate of Character so as to reach the Officer-in-Charge, Mahatma Gandhi Institute/Rabindranath Tagore Institute, Moka (80808), ***not later than 3.30 p.m. on Monday 22 December 2025.***

Applicants should produce written evidence of equivalence of qualifications, and of knowledge and experience claimed.

The onus for the submission of written evidence of knowledge claimed and equivalence of qualifications (if applicable) from the competent authorities rests solely upon the candidates. Applications will not be considered in case of non-submission of written evidence of knowledge claimed and Equivalence Certificate, as appropriate, by the closing date.

Incomplete and/or inaccurate application forms or application not made on the prescribed forms will not be considered.

The post applied for should be clearly marked on the top left-hand corner of the envelope.

Please note that applicants who do not possess a Certificate of Character will be required to produce the receipt for their application for same as evidence.

The Mahatma Gandhi Institute reserves the right:

- (i) to convene only the best qualified candidates for interview; and**
- (ii) not to fill the vacancy as a result of this advertisement.**

Date : 02 December 2025

Tel No. 403 2000
Moka

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26.11.2025