Intern Content Development – Group Human Resources

John Keells Holdings PLC (JKH) is Sri Lanka's largest listed conglomerate in the Colombo Stock Exchange. From managing hotels and resorts in Sri Lanka and the Maldives to providing port, marine fuel and logistics services to IT solutions, manufacturing of food and beverages to running a chain of supermarkets, tea broking to stock broking, life insurance and banking to real estate, we have made our presence felt in virtually every major sphere of the economy.

As an Intern Content Development, you will be responsible for creating and curating content that promotes employee development and growth. You will work closely with the Group HR team to create engaging and informative content, including e-learning modules, training materials, employer branding communication, and multimedia content.

Job Responsibilities
- Collaborate with subject matter experts to develop and update courses/content using tools such as Captivate, Articulate, or other authoring tools.
- Develop video-based content, including scripting, shooting, and editing videos using Adobe Premiere or other video editing software.
- Create and design engaging graphics, animations, and interactive activities using Canva or other graphic design software.
- Assist in the development of instructor-led training materials, job aids, and other supporting documents.
- Conduct quality assurance checks on content to ensure accuracy, consistency, and compliance with learning objectives and company standards.
- Collaborate with other members of the Learning and Development team to ensure that content is relevant, effective, and aligned with business needs.

Person Specifications
- Currently pursuing a degree in Multimedia, Communications, or related field.
- Skills in using Captivate, Articulate, or other e-learning authoring tools.
- Knowledge of video editing software, such as Adobe Premiere or Davinci and experience in video production would be an added advantage.
- Familiarity with graphic design tools such as Canva, Adobe Photoshop etc.
- Written and verbal communication skills.
- Attention to detail and strong project management skills.
- Ability to work collaboratively in a team environment.

Interested candidates are encouraged to apply on or before **5th May 2023** by visiting the link given below.
https://careers.keells.com/job/Colombo-Intern-Content-Development-Group-Human-Resources/939048310/