Job Description

Photographer / Videographer

Department: Marketing & Communications (MarCom)
Organization: Habib University
Reporting To: Creative Manager

Job Purpose

To capture high-quality photographs and videos that highlight Habib University's academic activities, campus life, events, student experiences, and institutional initiatives. The role will support the MarCom Department in creating visual content for the university's marketing and communication platforms.

Key Responsibilities

- Cover university events, seminars, conferences, workshops, convocations, and student activities through professional photography and videography.
- Capture faculty portraits, student activities, campus life, interviews, and institutional events.
- Record video testimonials, interviews, promotional content, and B-roll footage for university projects and campaigns.
- Edit and enhance photographs to ensure professional quality and consistency.
- Ensure timely delivery of photographs and video footage as per project requirements.
- Organize, label, archive, and maintain the university's photography and video library.
- Coordinate with the MarCom team and other university departments for photography and videography requirements.
- Follow Habib University's brand guidelines and maintain professional standards in all visual content.
- Remain available for event coverage beyond regular working hours when required.

Required Qualifications & Experience

- Bachelor's degree or diploma in Photography, Media Studies, Film Production, or a related field.
- 2–3 years of relevant professional experience.
- Experience in event, corporate, or institutional photography and videography.
- A portfolio demonstrating photography and videography skills.

Required Skills

- Good understanding of professional cameras, lighting, and audio equipment.
- Knowledge of Adobe Photoshop and Lightroom.
- Good understanding of photography, composition, and visual storytelling.
- Ability to manage multiple assignments and meet deadlines.
- Strong communication, coordination, and organizational skills.