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## Technical Co-ordinator – Bengaluru

### Job Description

We are looking for a young and passionate person (One who has engaged in social activities in their college days) or who has at least 1 to 2 years of work experience, preferably in the social sector for a Technical coordinator role in the engagement of college volunteers in meaningful social activity.

### The tasks include

- Promote the spirit of Social Responsibility amongst the local and regional volunteers
- Maintain and analyse the statistics for the YFS website and the YFS App.
- Interact with volunteer coordinators to understand, identify, and document the various volunteering opportunities available and translate them to the YFS App functionality.
- Coordinate with Volunteers and YFS Coordinators in scheduling the events on the YFS website and YFS app.
- Act as a point of contact in providing the various data requested by the stakeholders of the YFS app.
- Coordinate with the Graphics design team to help create attractive graphics for use on the YFS website and App.
- Interface with the YFS App development team to translate the volunteering activities into appropriate functionality in the YFS app.
- Run audits, suggest and implement effective SEO strategies for the YFS Website.
- Interface with the Website development team to translate the volunteering activities and statistics into relevant web pages.

### Selection Criteria

- **PREFERENCE WILL BE GIVEN TO LOCAL CANDIDATES**

Location	Bengaluru
Age	23yrs to 30yrs
Education	<ul style="list-style-type: none"><li>• Graduate Degree in Science with Community Organization/Development practice is preferred</li><li>• Passionate graduate- Degree Holder from a recognized University.</li></ul>
Languages needed	English and Kannada
Salary	<b>Rs.2.75L to Rs.3.25L per Annum</b>
Commitment	1 year to 3 years
Work Timing	9.30 am – 6 pm Able to work flexible hours, including evenings and weekends.

If you are interested, please send your resume to [recruitments@youthforseva.org](mailto:recruitments@youthforseva.org) with subject line "Co-ordinator –College Relations", Bangalore.



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Skills	<ul style="list-style-type: none"><li>• Working knowledge of MS Office applications</li><li>• Familiarity with handling new mobile apps.</li><li>• Working knowledge of website development.</li><li>• Experience in digital marketing and SEO strategies will be treated will be preferred.</li><li>• Excellent communication skills (Written and Oral) in English and conversational skills in Kannada are prerequisites.</li></ul>
Other requirements	<ul style="list-style-type: none"><li>• The person should be ready to travel as the work requires occasional field work.</li><li>• Passionate about Social Sector</li></ul>

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