



MINISTRYXR
REDESIGNING REALITY



OUR PEOPLE GET FREE BEEMERS.

**Well, more like free unlimited virtual ride experience
in them till the surprise is over.**

Job perks includes free coffee with strangers and making people smile.

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DEVOPS ENGINEER

Job Description

Responsible for building and maintaining the backend systems and infrastructure for our projects and applications, the DevOps engineer must be familiar and experienced with cloud software platforms, database management and API development, and be able to integrate different kinds of services and modules into a cohesive and secure system.

Qualifications

Minimum Requirements

- Experience and knowledge of machine learning, sensor fusion, and statistical analysis
- Ability to develop software programs and modules to perform data acquisition, processing and analysis.
- Programming skills and experience with data analysis platforms such as R and SAS

Preferred Requirements

- Experience with Hadoop or similar framework

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DATA SCIENTIST

Job Description

The data scientist understands how raw data can be filtered and distilled into meaningful and insightful information, and can integrate this ability into our projects and applications.

Qualifications

Minimum Requirements

- Experience and knowledge of machine learning, sensor fusion, and statistical analysis
- Ability to develop software programs and modules to perform data acquisition, processing and analysis.
- Programming skills and experience with data analysis platforms such as R and SAS

Preferred Requirements

- Experience with Hadoop or similar framework

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COMPUTER VISION ENGINEER

Job Description

Focused deeply on leveraging computer vision sensors and algorithms to add intelligence and functionality to our AR/VR projects and applications. The computer vision engineer also optimizes and ensures stability and robustness of AR tracking in our projects.

Qualifications

Minimum Requirements

- Experience with computer vision programming tools and software libraries such as OpenCV
- Knowledge of mathematical concepts related to computer vision, including camera calibration, 3D reconstruction, filtering, machine learning, etc.
- Ability to work with scientific grade and board-level optical sensors and cameras

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TECHNICAL ARTIST

Job Description

Bridging the gap between the artists and the software developers, the technical artist is adept at creating art assets, integrating them with interactive media, and writing programs that enhance the overall aesthetics of the content.

Qualifications

Minimum Requirements

- Artistic ability, i.e., sketching, drawing and graphic design
- Experience with 3D modeling and animation tools and workflow
- Familiarity with major game engines such as Unity and Unreal
- Ability to programmatically enhance the aesthetics of interactive media with software plugins and shaders
- Portfolio of hand-drawn or digitally created artwork as well as programming projects

Preferred Requirements

- Character design, rigging and animation
- Shader programming
- Other platforms such as web, mobile, etc.

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AR/VR DEVELOPER

Job Description

The AR/VR developer is focused on designing the system architecture for AR/VR projects, integrating vision, tracking, rendering and interaction technologies, assembling the art and audio assets of the project, and programming the software that enables immersive AR/VR experiences on a wide variety of platforms.

Qualifications

Minimum Requirements

- Advanced programming with OOP languages such as C# and C++
- Deep working knowledge of major game engines such as Unity and Unreal
- Basic working knowledge of 3D asset creation, texturing, mapping, etc.

Preferred Requirements

- Experience with 3D modeling and animation tools and workflow
- Knowledge and experience with AR/VR tools and SDKs such as Vuforia, Wikitude, etc.
- Knowledge and experience with sensors and natural interaction devices such as Leap Motion, RGB-D cameras, gaze tracking

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UI/UX DESIGNER/DEVELOPER

Job Description

As a UI/UX Designer and Developer, you will work with a our tech and creative team to define and develop web/application solutions and platforms. You will oversee the process end to end, from requirements gathering to building visual designs, interaction diagrams, and wireframes, to conducting usability studies, and producing effective and usable markup and stylesheets for other front-end app developers. This will be an amazing opportunity for a UI/UX designer looking to make a large impact with our affiliated partners and clients.

Responsibilities

- Work closely with tech and creative team to capture requirements and translate them into user journeys and wireframes
- Develop mockups, wireframes and user interaction designs in Adobe XD, Illustrator, Photoshop or other prototyping tools
- Understand the target audience and their workflows in order to produce designs with appropriate levels of complexity
- Validate designs with the team and conduct usability testing prior to development
- Implement visual elements using mock data: layouts, widgets, animations, fonts, media elements

Qualifications

Minimum Requirements

- B.S. in Graphic Design, Interaction Design, Web Design or equivalent
- 3+ years' of experience designing user interfaces and digital experiences
- 3+ years' experience with application of modern web aesthetics and interactive design

Preferred Requirements

- Strong communication, presentation, and teamwork skills
- Proficient working with common project tools, such as Git and Jira
- Understand the capabilities and nuances of supporting different browsers and platforms
- Experience producing high-quality, responsive markup and stylesheets using HTML5 and CSS3 that can be readily used with popular UI frameworks in a single-page app

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WEB SPECIALIST

Job Description

We are looking for a best-of-both-worlds developer—the kind who enjoys coding and gets along well with others. You have high standards, yet you're also comfortable with shipping and trade-offs. Because you're interested in growth and development, you're a better developer than you were last year—and next year, you'll be even better. If this sounds like you, please read on!

Responsibilities

- Write and update code for a variety of website builds and enhancements
- Develop and enhance email marketing and marketing automation campaigns
- Get your hands dirty with hosting, testing, deployment scripting, and web security

Qualifications

Minimum Requirements

- B.S. in Graphic Design, Interaction and Web Design, Web Development or equivalent
- 2+ years of experience with CSS, Javascript, and PHP (or another server-side language)
- CSS / HTML/XHTML, AJAX and Flash Animation
- Excellent design skills. Passion for design and a recent track record of fresh work.
- Knowledge in JustSimple CMS / WordPress / Drupal / Joomla / Magento Theming

Preferred Requirements

- Experience developing several websites
- Comfort with the command line and basic Git usage
- A growth mindset—we expect you'll be in StackOverflow every day (just like your teammates!)
- A can-do attitude, effective written communication skills, and the ability to work both independently and closely with a team to develop compelling creative solutions
- The power to see the big picture and the small details, with self-motivation, time-management, and multi-tasking skills as your trusty sidekicks
- Experience with an agency environment, MySQL/MariaDB, Linux servers, virtualized containers, modern JavaScript frameworks, modern CMSes or marketing automation tools such as HubSpot

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ACCOUNTANT

Job Description

We are seeking a Senior Accountant to support critical accounting functions for divisional reporting and consolidation, thrive in a fast-paced environment, have a strong grasp of accounting principles, possess good communication skills and is well organized.

Responsibilities

- Prepare P&L statements directly on a timely basis
- Perform month-end close tasks as defined by management including preparation of general ledger entries, analysis, and completion of corporate Balance Sheet and P&L reports
- Prepare schedules for month/quarter end reporting package
- Complete various reporting schedules to be used by management in monthly and quarterly consolidated financial statement reviews
- Ensure compliance with generally accepted accounting principles and company procedures / policies
- Maintain full tax compliance by reviewing transactions and filing local sales and use taxes
- Work with operations to accurately forecast overhead expenses
- Monitor receivable balances and collection efforts, ensuring adequate reserves are recorded as necessary
- Prepare internal and external audit schedules
- Provide other ad hoc analysis as may be required
- Other duties as assigned by management

Qualifications

Minimum Requirements

- Bachelor's degree in Accounting or Finance, preferred or equivalent work experience
- Minimum three years' experience with full G/L through financial statements
- Possess excellent organizational, communication, and analytical skills
- Ability to lead a small staff by planning and communicating job responsibilities
- Able to prioritize and handle multiple tasks simultaneously in a fast paced environment
- Must be flexible, self-starter, change-oriented, self-motivated team player
- Excellent communication skills
- Strong spreadsheet/computer skills (Excel)

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OFFICE ADMIN / SECRETARY

Job Description

The Office Admin / Secretary provides high level secretarial and administrative support for one or more of the organization's executives, requiring discretion, confidentiality, a good understanding of technical and business vocabulary, and a detailed knowledge of the organization's operations, procedures, and people.

Responsibilities

- Manage the executive's appointments and schedules and make travel arrangements to make best use of their time
- Gather, compile, verify, and analyze information for the executive to use in documents such as memos, letters, reports, speeches, presentations, and news releases
- Facilitate smooth communications between the executive and other executives, managers, and employees; and between the executive and external parties such as media, customers, and the public
- May have access to the executive's email accounts to schedule their appointments and answer or redirect routine enquiries from internal or external sources
- Handle confidential information and maintain the security of the executive's records and files
- Maintain the executive's office and accounting records; monitor, review, and approve standard expenditures to ensure that the activities of the office are conducted within established budgets
- Perform other administrative tasks using independent judgment and discretion

Qualifications

Minimum Requirements

- B.S. in (Business Administration)
- 4 years' experience in personal assistance either in Media, Digital, Advertising, Consultancy, Manufacturing, Property Development, Healthcare or IT
- Skills in Writing, reporting and presentation
- Manage Travel logistics, Time and schedules management
- Extraordinarily proactive, resourceful, detail-sensitive, and articulate.
- Excellent interpersonal, written and oral communication skills.
- Outstanding customer service skills.
- Outstanding organizational and time management skills
- Extreme attention to detail and ability to prioritize duties
- Excellent follow up skills and the ability to use independent discretion and judgment on routine and complex issues.
- Ability to maintain strict confidentiality.
- Strong work ethic.
- Strong team philosophy; proven ability to work positively, collaboratively and professionally within a team and across an organization.
- Ability to travel to other work locations as needed.

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CUSTOMER RELATIONSHIP MANAGER

Job Description

In Ministry XR, getting customers is only half the battle; retaining them is just as important. That's where customer relationship managers come in - to build and maintain long-term relationships with customers to ensure their continued allegiance to Ministry XR and our services. You would have strong empathetic and interpersonal skills and an awareness of each customer's wants and needs. You must stand ready to implement programs and practices focusing on these demands. You often work in fast-paced environments, deal with people of diverse backgrounds and temperaments, think on your feet, and maintain full knowledge of our offerings.

Responsibilities

- Manage the day-to-day operations of a client account(s), with direction and oversight from supervisor
- Prepare and update project briefs, estimates, timelines, status reports, conference reports, and other supporting materials
- Manage client expectations at all times to foster effectiveness and build credibility
- Effectively lead internal meetings (e.g. status meetings, project kickoffs, etc.), making important, relevant contributions, and generate workable conclusions
- Lead client status meetings and other client-specific calls with direction from supervisor
- Initiate job openings with Creative Resource Manager and Finance team
- Build a strong knowledge of client brand and industry, conducting industry research, competitive analysis and/or other research tasks as assigned by supervisor
- Keep senior management briefed on account activities
- Organize and maintain all project files on the server and within project management tools
- Handle other duties as assigned by supervisor

Qualifications

Minimum Requirements

- Bachelor's degree from a four-year college or university required
- 1-3 years of advertising/marketing, account management experience required
- Agency and/or digital experience preferred, but not required
- Must have ability to write reports and professional correspondence, and the ability to effectively present information and respond to questions from managers, clients, customers, and other agency employees.
- Must have the ability to apply common sense understanding in order to carry out detailed written or oral instructions, and to deal with problems involving a few concrete variables.
- Must have computer proficiency, specifically in the Microsoft suite (Word, Excel, PowerPoint), Internet and email applications spreadsheet, word processing, PowerPoint (or comparable presentation software), Internet, and email applications.

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