

**Candidates are invited for the position of Assistant Manager (Contract) in the for Foundation Innovation and Entrepreneurship Development.**

**Walk in Interviews – 05.April.2019**

**Reporting Time: 11 am**

**Venue – Professor Safal Batra, C2/7, Academic Block, IIM Kashipur**

**Terms and Conditions are as follows:**

**Qualification and Experience:** MTech/ MBA/ PGDM/Equivalent Master degree in Agri-Business/ Finance/ Marketing/ Agri Marketing/ Agri Economics/ Economics// Technology Commercialization/ Entrepreneurship from recognized institute; having relevant experience in at least 2-3 years in technology commercialization; supported incubators; assessment, evaluation of projects startups. Experience in startup ecosystem will be preferred.

**Salary Range:** INR 35000 – 50000 consolidated

**Job Description:** The candidate will be on the rolls of FIED and will work under FIED – RABI Project. The candidate will be required to work as a multi-disciplinary resource, including but not limited to - preparing policy documents, making training calendar, searching appropriate resource-persons, making start-up advertisements, digital marketing, and content design. The candidate will be responsible for relationship management and collaboration with other colleges or corporates. The candidate should have good communication skills, excellent writing and proofreading skills. The candidate is required to complete the task assigned to him/her in a time bound manner.

**Contract:** The contract will be for a period of three months with effect from the date the candidate assumes charge. The contract may be extended further subject to satisfactory performance and requirement of the Institute. Performance will be evaluated at the end of contract. This contract is not renewable automatically. The candidate will be given consolidated honorarium only (as agreed mutually) per month during the said contract period. The salary range for this position is INR 35000 – 50000. During the period of said contract, the candidate will not be entitled to any other benefits/ facilities. During the period of aforesaid contract period either party can terminate the services by giving one month's notice without assigning any reason.