

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS

Vacancy for the post of Corporate Resource Officer (CRO)

Indian Institute of Management Lucknow, an autonomous institution under the Ministry of Human Resource Development, Govt. of India, invites applications from interested and eligible candidates for the position of **Corporate Resource Officer (CRO)** on contract basis for its Noida Campus to supervise and coordinate various activities relating to WMP & MDP IIML – Noida Campus. The details are given below:

S.No.	Post Details		Qualification and Experience
1	Post	Corporate Resource Officer	<p>Qualifications: Post Graduate or Masters in any of these fields (Business Administration, Human Resources, Psychology, Sociology, Communication and Education)</p> <p>MBA/PGDM with specialization in HRM or related areas would be preferred.</p> <p>Remuneration: Approximately Rs.75000/- per month (all inclusive) depending upon the qualification, experience and credentials of the candidate.</p> <p>Experience: Minimum 8 years of post-qualification experience, with global exposure in reputed organizations, institute of higher learning, renowned agencies in HR consulting or in multinational companies. Excellent communication skills in English and good working knowledge of computer applications is essential.</p> <p>Exposure to counselling and business development and familiarity with Indian post graduate management education system would be an added advantage</p> <p><i>Preference will be given to female candidate to promote gender balance .</i></p>
	No. of post	01	
	Position for	IIML Noida Campus	
	Age Limit	30 – 40 years	
	Contract Period	Initially for 11 (eleven) months. Extendable subject to satisfactory performance and need of the Institute.	

Job Profile: To assist the institute in providing career assessment, counselling and networking opportunities for WMP Students and business development of MDP Office with highly reputed corporate organizations. Other functions will include corporate relations, corporate networking, corporate campus interactions, corporate funding and sponsorships etc. Further, to liaise with corporate, PSUs and multinational companies of national or international repute from various sectors of the industry and to assist the institute in corporate consultations and business development as assigned.

GENERAL CONDITIONS:

1. Candidate selected for the position of Corporate Resource Officer will be initially appointed on contract basis for a period of 11 (eleven) months in the prescribed consolidated honorarium. The contract may be extendable based on satisfactory performance of the incumbent and need of the Institute.
2. The interested & eligible candidates are advised to forward their applications along with detailed resume and other relevant testimonials to **admin_nc@iiml.ac.in** with a subject line “**Application for the post of Corporate Resource Officer**” latest by **July 08, 2018 up to 5:30 PM**.
3. Mere fulfilling the eligibility criteria does not guarantee that the applicant will be shortlisted for interview.
4. The date of interview will be announced later and only shortlisted candidates will be communicated.
5. All Certificates, Degrees, and other documents for educational qualification, professional qualification, work experience, last three months’ salary slip and age proof etc. should be produced in original at the time of interview, if called for the same. Failure to produce these original documents may result into ineligibility to appear for the interview.
6. Crucial date for determining the age limit shall be the closing date for the receipt of application from the candidates.
7. Candidates already in government service should either apply through proper channel or should produce a No Objection Certificate from the present employer at the time of interview, if called for the same.
8. No correspondence/queries will be entertained from candidates regarding e-mail delays, conduct and result of interview and reasons for not being called for interview.
9. No TA/DA or any other incidental expenses will be reimbursed for attending the interview.
10. IIML reserves the right not to fill the post, if it desires so.
11. Canvassing in any form will disqualify the candidates.
12. Legal disputes if any will be restricted within the jurisdiction of Lucknow only.

For any clarifications/queries, candidates may contact Administrative Officer, Personnel & Gen. Admn., at Phone No. 0120-6678401.

Sr. Administrative Officer (I/C)
Indian Institute of Management Lucknow, Noida Campus
B-1, Institutional Areas, Sector-62, Noida – 201307(U.P)