

Indian Institute of Management Raipur

Atal Nagar (Naya Raipur) 493661, Chattisgarh, India

Advertisement for the Post of Research Assistant / Research Associate / Sr. Research Associate (which ever applicable as per education & experience).

- Job Title: Research Assistant / Research Associate / Sr. Research Associate
- No of Vacancy: 1 (One)
- Position Type: Contractual for 11 months (renewal based on performance)
- Office: International Relations Office, Indian institute of Management Raipur
- Qualification: Post-Graduation (Preferably in English / Mass Communication)
- Experience: Experience in project and academic reporting to international stakeholders or large research projects desirable.
- Mode of Selection: Written test for communication skill followed by interview
- Upper Age Limit: 40 Years
- Salary: Based on qualification and experience as reported below

Levels of Academic /Research Support Staff

S.No	Designation	Qualification	Consolidated Salary
1	Research Assistant	Post Graduate / B.Tech / L.L.B	Rs. 25,000/- to Rs.30,000/- per month.
2	Research Associate	Post Graduate with minimum three years research / teaching / project experience	Rs.30,000/- to Rs.35,000/- per month.
3	Sr. Research Associate	Post Graduate with minimum five years research / teaching/ project experience	INR.35,000/- to Rs.50,000/- per month.

Responsibilities:

- Preparation of Institutional wide Self-Assessment Reports;
- Preparation of standard operating manuals for various departments and processes;
- Preparation of various accreditation related reports;
- Research and analysis of best academic practices Internationally;
- Bench marking IIM Raipur to International and accreditation standards;
- Data management for Institutional Ranking;
- Preparation of digital content for web and print media;
- Communication with International exchange students and exchange partners;
- Management of International Academic Program (if any);
- General Administration at Program / CDPO (Career Development and Placement Office) and International Relations Office.

The applicants must apply online through the link <http://14.139.235.164:81/ra-recruitment/> provided at Institute's website www.iimraipur.ac.in till **15-06-2019 (6:00 pm)**. Only shortlisted candidates will be called for further scrutiny via given email ID only. Application not received within due date shall be rejected. No correspondence in this regard shall be made by the Institute.

Chairman, International Relations