



National Institute of Agricultural Extension Management (MANAGE)

(An Autonomous Organization of Ministry of Agriculture & Farmers Welfare,
Government of India) Rajendranagar, Hyderabad - 500 030

ONLINE WALK-IN-INTERVIEW

MANAGE invites applications from eligible candidates for ONLINE INTERVIEW (Walk-in) for the position of "Technical Assistant" on contract basis for a period of ONE YEAR on **23rd August 2022 at 2.00 PM.**

| | | |
|---|---|--|
| Centre | : | Centre for Supply Chain Management and Marketing in Agricultural Extension |
| Post Name | : | Technical Assistant |
| Program | : | Post Graduate Diploma in Agri-warehousing Management |
| Place of work | : | MANAGE, Hyderabad |
| Recruitment | : | Contractual |
| Qualification(Essential) | : | MSc in agriculture or allied discipline with one year relevant experience (OR) Masters in business management, economics or any other relevant social science subject with at least two years of relevant experience |
| Preference will be given to candidates having relevant experience | : | <ul style="list-style-type: none">• Experience of compilation and maintenance of information under online educational programs• Familiar with online data entry and proficiency in MS Word/Excel/ Power point |
| No. of post | : | One |
| Remuneration | : | Rs. 28,000/- per month (consolidated) |
| Duration | : | 1 year (<i>extendable based on performance and need</i>) |
| Age Limit | : | 35 years |
| Duties | : | <ul style="list-style-type: none">• Assisting in implementation of PGDAWM program offered by MANAGE through MOOCs• Assisting in work related to application scrutiny and updating information online• Downloading and printing of assignment/ report and coordinating with examiners for evaluation• Compilation and maintenance of information in the online page developed under the program.• Finalization of result, preparation and dispatch of mark memos and certificates and other work assigned by the authorities. |

Candidates willing to appear for online interview may submit their application through Google Form link given below latest by **21st August 2022.**

The GoogleForm link is provided below –

https://docs.google.com/forms/d/e/1FAIpQLSfN2qujUIdgl-gqw3Ww0f_v1xtw1v6TtL8Gz2yK2kMh6O7f7Q/viewform?vc=0&c=0&w=1&flr=0

Only shortlisted candidates will be called for interview (online)
