



Institute of Rural Management Anand

Requires

Academic Associate in Social Sciences Area

IRMA is a premier, national Institute engaged in teaching, training, research, consulting, and mid-career education in rural management. IRMA is seeking an Academic Associate in the area of Social Sciences to assist faculty in teaching, training, and research-related activities.

Job responsibilities: Academic Associate (AA) will work with faculty members and assist them in undertaking:

- Assist the faculty in recording and maintaining the attendance
- Assist the faculty in the evaluation of Class Participation
- Assist the faculty in searching material for course pack
- Assist the faculty in designing quizzes and examinations
- Assist the faculty in evaluating answer papers and assigning of grading
- Assist the faculty in taking tutorial classes
- Attend the invigilation duties as and when assigned by PRM/FPRM/PRMX office

Required qualifications:

(1) A Post-Graduate with 60% of aggregate marks in Social Science or related discipline.

(2) Preference will be given to candidates having work experience either in academics or industry. The candidate is expected to be fluent in written and spoken English.

Remuneration: The selected candidate will be given a consolidated salary of Rs.30,000/- per month.

Duration: The appointment will be made on a contractual basis, initially for two years and extendable for one more year with a probation period of one year.

Age: Candidates should be preferably below 35 years of age.

Selection Process: Shortlisted candidates will be invited for an online interview. The selected candidate should join at the earliest.

IRMA reserves the right to accept/reject any application. Relaxation in qualification/experience may be considered by IRMA in the case of an exceptional candidate.

Interested candidates may apply online by July 15, 2021, at <https://www.irma.ac.in/careers/careers.php>. Please ensure that the application contains a Statement of Interest and a detailed Curriculum Vitae.