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CCS National Institute of Agricultural Marketing

(An Autonomous Organization, Ministry of
Agriculture & Farmers Welfare, Govt. of India)

Kota Road, Bambala, Near Sanganer

Jaipur-302033, Rajasthan

Telephone: 0141-2795104, Website: www.ccsniam.gov.in

Engagement for contractual position in CCS NIAM

Applications are invited from experienced professionals for the post of **Placement Office** on contractual basis. For details of qualifications, remuneration, duties and experience and other terms and conditions visit www.ccsniam.gov.in.

Director General

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Director General

Placement Officer

1 (a) Qualification:

- Master degree in Management Human Resource/Marketing/Agribusiness Management with 60 per cent or equivalent from reputed institution;
- Experience -- Five years I independently handling placement/internship/Field work activities of reputed B-School/College/University/Industry with proven records.

(b) Desirable:

- Ph. D in relevant subject;
- Relevant knowledge of sector such as Agri Business and Agri- Marketing/entrepreneur development/Sustainable management.

(2) Skill Required:

- Excellent Communication skill (oral & written) interpersonal skill;
- Ability to create and build reciprocal relation with industries/PSU/MNCs and other organization;
- Ability to work and keep calm under pressure;
- Ability to facilitate Industries/Institution interaction;
- Positive, proactive and optimistic nature.

(3) Job profile and responsibility:

- To look after day –to-day activities of placement;
- To have liaison with Industries, Govt. and non-Govt. organization;
- To arrange for skill development training such as soft, communication, interview skill inter personal skill;
- To create data base on alumni and their present position;
- To arrange expert lecture by industry professional;
- To collect feedback from industries coming for placement to arrange workshop for entrepreneurship development;
- To develop Management Information System on placemen of passed out students and to create data base of recruiting industries and organization;

(4) Age:

- The age Should not be more than 45 years as on closing date of advertisement;


(5) Contract Period:

- Initially for one year and extendable upto maximum two years, depending on performance.

(6) Remuneration:

- Consolidate Rs 70,000/- PM

Interested candidates may submit their application in specified format within 45 days from the date of publishing the advertisement.

	CCS NATIONAL INSTITUTE OF AGRICULTURAL MARKETING Kota Road, Bambala, Pratap Nagar, Jaipur-302033 Ph. : 0141-2795104 , www.ccsniam.gov.in				
APPLICATION FORM FOR Placement Officer					(Please affix a recent photo)
(a) Personal Information					
1.	Name				
2.	Father's/Husband's Name				
3.	Age/Date of Birth (DoB)	Age : _____ DoB _____/_____/_____			
4.	Last salary drawn	Rs.			
5.	Sex				
6.	Contact Address	_____ _____ _____ Email : _____ Mob : _____			
(b) Educational Qualifications (In chronological order):					
Degree/ Diploma*	Name of the Institution/ University	Passing Year	Grade**/ Division	Percentage of marks	Main Subjects
*Attach all photocopies of all documents					
(c) Any other specialized courses/ membership:					
*Attach all photocopy of all documents					
(d) i) Total Experience: _____ Years _____ Months					
ii) Experience in handling placement related: _____ Years _____ Months					
(e) Experience in Detail (In chronological order):					
S. No.	Institute/Organization	Designation	From	To	Pay Scale / Gross Pay Per month/Consol idate

*Attach all photocopy of all documents

(f) Nature of responsibilities handled:

S. No.	Period	Nature of duties handled
1		
2		
3		
4		
5.		

(g) Any other relevant information:

1	
2	
3	

Declaration by the Applicant

I hereby declare that all the particulars stated in the application are true to the best of my knowledge and belief.

(Signature of the Applicant)

Place:

Date :

NB: Originals certificates/testimonials in support/proof of age, educational qualifications and experience should be produced at the time of interview.