

**Centre for Management Education
VAIKUNTH MEHTA NATIONAL INSTITUTE OF
CO-OPERATIVE MANAGEMENT, PUNE
NOTICE**

Centre for Management Education, VAMNICOM, Pune invites applications for the post of ACADEMIC ASSOCIATES & MANAGER- IT on contract and purely temporary and appointable through institute authorised agency

VAMNICOM is the National level Cooperative Management Institute financed by Ministry of Cooperation, Govt. of India, and ranked as one among the Top B-Schools in Agri-Business Management offers Management Education programmes for the in-service and fresh graduates. Its Centre for Management Education (CME) invites applications for the Manager –IT and Academic Associate positions for its Post Graduate Diploma in Management – Agri-Business Management (AICTE approved, NBA accredited and equivalent to MBA degree granted by AIU & Accredited by National Board of Accreditation, New Delhi).

ACADEMIC ASSOCIATE

Academic Associate shall provide assistance and support to Faculty members of PGDM in teaching and course material development/cases preparation etc. The Institute provides an opportunity for Self Development in the field of Teaching and Research to Academic Associates. Completion of Ph.D. in their tenure of appointment is essential. Extension of service will be on satisfactory performance of work and progress of Ph.D. course. The maximum period of service will be 3 years.

Broad Subject-area wise requirement of Academic Associates:

Subject Area
Agri-Economics/Rural Development
Agri-Business/Supply Chain
Production (Food Processing & Food Technology)
Finance (Banking, Financial Inclusion, Risk Management, Derivatives)
Computer Science /Technology
Marketing
Public Policy
Business Communication

Essential Qualifications – Academic Associate:

- i. Graduation with minimum 55% marks / B+ Grade
- ii. Post Graduate with minimum 55% marks / B+ in Management (with specialization in Finance / Marketing/ System

OR

P.G. in Economics / Commerce / Statistics / Agriculture / Food Processing / Computer Engineering/Communication/Public Policy/ Management

Essentials : interested to pursue Ph.D.

Emoluments: Rs. 25,000/- per month (consolidated) with accommodation in Type-I Quarter in the Campus.

Age: less than 30 years

Tenure: The appointment is for a period of one year through institute certified agency. The appointment can be extended for a further period of three years, if the performance is satisfactory & adequate progress in Ph.D. course work and there is requirement. No T.A./D.A. is admissible for appearing at the interview.

MANAGER- IT

Manager -IT will provide technical support for ERP solutions to CME activities like fee collection, time table, handling online feedback of students, preparing results, to attend AICTE & NAD work. Assist tendering process of the institute.

Essential Qualification :

M.Sc./MCA/M.Tech in Computer Science/Information Technologies

Emoluments: Rs. 45,000/- per month (consolidated) with accommodation in Type-I Quarter in the Campus.

Age: less than 40 years; relaxable to the deserving candidates.

Tenure: The appointment is for a period of one year through institute certified agency. The appointment can be extended for a further period of one more year if the performance is satisfactory and there is requirement. No T.A./D.A. is admissible for appearing at the interview.

Essentials: A minimum 5 years of experience in National Institutes/ IT company in managing ERP, E-governance, & E-procurement etc.

For the detailed terms and conditions and duties refer Policy for Academic Associates at VAMNICOM placed on our website: www.vamnicom.gov.in The application should be addressed to **"The Director, Vaikunth Mehta National Institute of Co-operative Management, University Road, Pune 411 007.**

Last date for submission of Applications as per format by email to cme@vamnicom.gov.in : Extended date 14.2.2022

Place: Pune
Date: 28.1.2022

Director
VAMNICOM, Pune

Policy for Academic Associate at VAMNICOM

The following guidelines will govern the academic associateship at Centre for Management Education, VAMNICOM:

- 1. Tasks:** Academic Associates will participate in a mix of academic and self-development tasks during their stay in the Institute. They shall provide assistance and support to faculty members in teaching and evaluation, development of courses and teaching material, research projects etc and shall undertake the material development and research work independently or jointly with faculty members.

Academic Associates need to provide Academic Inputs by attending classes, taking class attendance and evaluating the internal Assessment (Quiz, Assignment, Test, Class participation etc) Mid term + End term examinations. For all of these academic associates need to be in constant touch with the concerned faculty appraise him/her and the decision of the subject teacher in the evaluation aspect will be the final.

- 2. Training and Self Development:**

Academic Associates will be encouraged to do Ph.D. during their duty with the Institute. Registration for Ph.D. may be one of the conditions for extension of appointment for further period.

Subject to the availability of funds the Institute will support the research work and publication of articles, books, monographs etc written by Academic Associates.

Attending to 1 or 2 courses of PGDM/DCBM or training programmes at VAMNICOM will be encouraged as part of Self Development.

3. Duration: Academic Associates will be recruited initially for duration of one year, subject to a review of their performance in terms of tasks and self-development activities performed. The review will be made every year. The duration of the academic associateship may be further extended for a maximum period of three year subject to satisfactory academic achievements (Ph.D.) and performance and requirement.

4. Terms and Conditions:

1. Contractual amount of Rs. 25,000/- per month (consolidated) with accommodation in Type-I Quarter in the Campus.
2. No provident fund/gratuity benefits and other perquisites will be made available.
3. He/She will not be allowed to accept any outside assignment.
4. The contract can be terminated with one month's notice from either side without assigning any reason thereof and even during the period of contractual tenure.
5. These appointments are of purely temporary nature and in no condition the candidate will be able to ask for permanent recruitment or benefits.

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VAMNICOM, PUNE 411 007

APPLICATION FOR THE POST OF ACADEMIC ASSOCIATE /MANAGER- IT

1. Name with initials (in block letters) :
2. Age & date of birth :
3. Permanent address with Pin Code :
4. a) Address for communication with Pin Code :
- b) Mobile number :
- c) Email address :
5. Father's/ Husband's name :
6. Nationality :
7. Educational qualifications (enclosed documents):

Affix a recent
Passport size
photograph

Sl. No.	Qualifications (starting from Matriculation onwards)	Board / University	Year	Divn / % of marks

8. Experience : (enclosed documents) (if any)

Post held	Institution	Period	
		From	To

9. Any other relevant information :

10. Subject-wise positions for which you would like to be considered (Please ✓ mark)

Subject Area	To be considered
Agri-Economics/Rural Development	
Agri-Business/Supply Chain	
Production (Food Processing & Food Technology)	
Finance (Banking, Financial Inclusion, Risk Management, Derivatives)	
Computer Science /Technology	
Marketing	
Public Policy	
Business Communication	

11. I hereby declare that I have read all the terms and conditions for the appointment of Academic Associate/Manager -IT. I understand that this appointment is of purely temporary nature and in no condition I will ask for permanent recruitment or benefits.

Place :

Date :

Signature of candidate