

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

**NOTICE**

**Applications are invited for the post of  
Academic Associate of PGDM Programme  
to be appointed through Institute certified agency**

1. Candidates are advised to send their application as per proforma with all the documents in pdf format through email : [cme@vamnicom.gov.in](mailto:cme@vamnicom.gov.in).
2. Candidates need to appear before Scrutiny Committee for document verification.
3. The interview will be scheduled only for the candidates recommended by Scrutiny Committee.



**Registrar**

**Centre for Management Education, VAMNICOM, Pune invites applications for the post of ACADEMIC ASSOCIATES on contract and purely temporary and appointed 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 Academic Associate positions for its Post Graduate Diploma in Management – Agri-Business Management (AICTE approved, NBA accredited (applied for extension) and equivalent to MBA degree granted by AIU ).

**ACADEMIC ASSOICIATE**

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:**

<b>Subject Area</b>
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 (Full time Regular course)
- ii. Post Graduate with minimum 55% marks / B+ in Management (with specialization in Finance / Marketing/ System (Full time Regular course)

**OR**

P.G. in Economics / Commerce / Statistics / Agriculture / Food Processing / Computer Engineering/Communication/Public Policy/ Management (Full time Regular course)

**Essentials :** interested to pursue Ph.D.

**Emoluments:** Rs. 25,000/- per month (consolidated)

**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.

For the detailed terms and conditions and duties refer Policy for Academic Associates at VAMNICOM placed on our website: [www.vamnicom.gov.in](http://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."

**Place: Pune**  
**Date: 10.10.2023**

  
**Registrar**  
**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.

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#### 4. **Terms and Conditions:**

1. Contractual amount of Rs. 25,000/- per month (consolidated)
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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**APPLICATION FOR ACADEMIC ASSOCIATE POSITION**

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. Aadhar card No. :
6. Nationality :

Affix a recent  
Passport size  
photograph

7. Educational qualifications (enclosed documents):

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. Research work done: (enclosed documents) (if any)

Title of Research work	Status of research work



10. Any other relevant information :

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

S.N.	Subject Area	To be considered
1	Agri-Economics/Rural Development	
2	Agri-Business/Supply Chain	
3	Production (Food Processing)	
4	Finance (Financial inclusion, risk management, derivatives)	
5	Information Technology	
6	Business Communication	
7	Marketing (Marketing Management, International Marketing, Retailing)	

12. I hereby declare that I have read all the terms and conditions for the appointment of Academic Associate. 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**