



**NUTRIHUB-TECHNOLOGY BUSINESS INCUBATOR (NIELAN)  
ICAR- INDIAN INSTITUTE OF MILLETS RESEARCH(IIMR)**

RAJENDRANAGAR, HYDERABAD-5000 030  
Ph: 040-24599331, Email-dayakar@millets.res.in

### Notification

Eligible and interested candidates are invited for a walk-in-interview to be held at the campus of Indian Institute of Millets Research, Rajendranagar, Hyderabad-500030, on **14 February 2020 (Friday) at 09:30 AM** for recruitment of the following positions as per the details given below. Venue: Conference Hall, Nutrihub, ICAR-IIMR.

| Name of the Project       | RKVY-RAFTAAR   |                                  |                                       |
|---------------------------|--|----------------------------------|---------------------------------------|
| Post                      | Qualifications & Particulars   | Emoluments (per month)           | Project Till                          |
| <b>Business Executive</b> | <p><b>Essential:</b> MBA/ MCA/ Master degree/ equivalent Master degree from recognized university.</p> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Good in English with verbal and written communication skills. Strong literacy in computer, MS Office and Internet Knowledge in food processing of agri commodities Experience in dealing with incubation/ Marketing.</li> <li>• Events organizing and management &amp; networking skills.</li> <li>• Proven documentation skills in writing projects for funding and research and popular literature communication.</li> <li>• Proven skills in marketing of Agri products.</li> <li>• Agri business management &amp; Food processing skills, if any</li> </ul> | <b>30,000<br/>(Consolidated)</b> | March 2020<br>(Likely to be extended) |

| Name of the Project                            | NIELAN-TBI  |                                      |   |
|--|---|--------------------------------------|---|
| Post   | Qualifications & Particulars  | Emoluments (per month)               | Project Till                                    |
| <b>Technical Assistant (1 Position) (Chef)</b> | <p><b>Qualifications:</b></p> <p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Minimum 10<sup>th</sup> pass.</li> <li>• Proven Knowledge in cooking is essential.</li> <li>• At least 6 months to 1 year of work experience in R&amp;D institutions in the relevant field.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Recognition certificate from a Government institute.</li> <li>• Able to make Indian traditional dishes and interest to make new dishes.</li> <li>• Fluency in Telugu and Hindi.</li> </ul> | <b>Rs. 15,000<br/>(Consolidated)</b> | <b>Till March, 2020, likely to be extended.</b> |

| Name of the Project  | <b>MECHANIZATION</b>  |  |   |
|--|---|--|---|
| <b>Technical Assistant</b><br><br><b>(1 position)</b><br><b>Accountant</b> | <b>Essential Qualifications:</b> <ul style="list-style-type: none"> <li>• Any Graduate with good accounting Knowledge.</li> <li>• Should have at least 1-2 years of work experience in Government offices/ Projects funded by the Govt.</li> <li>• Handling Accounting packages (software).</li> </ul> <b>Desirable Qualifications:</b> <ul style="list-style-type: none"> <li>• Basic Computer knowledge</li> <li>• Adequate knowledge in Book keeping, stores maintenance, stock inventory, GST Filing etc.</li> <li>• Good at typing skills (Min: 30 wpm)</li> <li>• Fluency in English, Telugu, &amp; Hindi</li> <li>• Willing to go on field surveys.</li> </ul> | <b>Rs. 15,000</b><br><b>(Consolidated)</b> | <b>Till</b><br><b>March,</b><br><b>2020,</b><br><b>likely to</b><br><b>be</b><br><b>extended.</b> |

**Terms & Conditions:**

1. The above posts are purely temporary and on contractual basis till March 31, 2020 / expiry of the project.
2. The upper age limit of above position is up to 40 years for Men and 45 for women. The relaxation in upper age limit is five years for SC/ ST/ Women candidates and three years for OBC candidates as per rules.
3. The candidates have to produce his/ her original certificates along with a set of self-attested photo copies of all certificates and a recent passport size photo, and other documents such as experience and caste certificate at the time of interview for verification.
4. The selected candidates shall not claim for regular appointment/ absorption in IIMR or funding agency at the end of the project.
5. No TA/ DA will be paid for appearing in the walk-in-interview.
6. The selected candidate will be positioned in ICAR-Indian Institute of Millets Research, Hyderabad-030.
7. **IIMR/ Nutrihub reserves the right to alter/ change/ cancel this advertisement/ recruitment without assigning any reason at any stage of recruitment process.**
8. Above posts are purely temporary and on contractual basis till 31<sup>st</sup> March, 2020. However it is likely to be extended.
9. Candidates have to report the venue one hour prior to scheduled date and time.
10. Candidates have to produce an undertaking, stating that they are not enrolled in any other job or academic courses etc. (either full time or part time) for attending the interview.
11. Professional tax & TDS may be deducted as per rules wherever applicable.
12. **Please be watchful if any corrigendum issued on updates/ modifications on the subject. ([www.millets.res.in/careers](http://www.millets.res.in/careers))**
13. **Bring the filled in application at the time of interview along with CV/ Resume, Exp Certificates & original certificates for verification.**

Sd/-  
Director

**PROFORMA**

**APPLICATION FOR THE POST OF :** \_\_\_\_\_ *(On contractual Basis)*

**Project:** \_\_\_\_\_



1. **Name in Block letters:** \_\_\_\_\_
2. **Father's / Husband's name:** \_\_\_\_\_
3. **Date of Birth & age:** \_\_\_\_\_; \_\_\_\_\_ **years.**
4. **Postal address for correspondence: Present & Permanent.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. **Mobile no:** \_\_\_\_\_; **Aadhar No:** \_\_\_\_\_; **email:** \_\_\_\_\_

**6. Educational Qualifications:**

| Sl. No | Qualifications | Year of passing | Board/ University | Marks (% /GPA) | Remarks (if any) |
|--------|----------------|-----------------|-------------------|----------------|------------------|
| 1.     |                |                 |                   |                |                  |
| 2.     |                |                 |                   |                |                  |
| 3.     |                |                 |                   |                |                  |
| 4.     |                |                 |                   |                |                  |
| 5.     |                |                 |                   |                |                  |
| 6.     |                |                 |                   |                |                  |

**7. Prior Experience (if any):**

| Sl. No | Name of the Organization/ Institute | Post | From To | Drawn Salary | Remarks |
|--------|-------------------------------------|------|---------|--------------|---------|
| 1.     |                                     |      |         |              |         |
| 2.     |                                     |      |         |              |         |
| 3.     |                                     |      |         |              |         |
| 4.     |                                     |      |         |              |         |

**8. Additional Information which you would like to mention:**

- a. Additional Academic/ professional Qualifications: \_\_\_\_\_
- b. Trainings \_\_\_\_\_
- c. Research Publications / reports / special projects: \_\_\_\_\_
- d. Awards/ Scholarships/ Official Appreciations: \_\_\_\_\_
- e. Affiliation with professional bodies/ institutes/ Societies: \_\_\_\_\_
- f. Any other information: \_\_\_\_\_

**9. Whether belongs to SC/ST/OBC/OC/PH/Ex-servicemen (as per GoI norms) \_\_\_\_\_**

**10. I am also willing to be considered for any lower post in case my application for the applied post is ineligible or not shortlisted for further scrutiny. (Yes / No): \_\_\_\_\_**

**SELF DECLARATION**

I \_\_\_\_\_, Son/ Daughter of \_\_\_\_\_ hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if Information given by me is proven false/ not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn and I may be terminated from the services without assigning any reasons.

Date: \_\_\_/\_\_\_/\_\_\_  
Place: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Candidate