



IIM Lucknow Enterprise Incubation Centre INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

NOIDA Campus @B1, Institutional Area, Sector 62, NOIDA- 201307

VACANCY NOTIFICATION

(CALL FOR APPLICATIONS)

Subject – Recruitment for the position of Assistant Manager-Training for IIML- EIC:

IIML-EIC is hosted by IIM Lucknow supported by NSTEBD, DST, GOI and UP Government.

IIML- EIC invites applications from the interested and eligible candidates for the selection of one position of **Assistant Manager- Training** initially for a period of 6 Months contract, further extendable as per the need and policy of the IIML- EIC.

The details are as follows-

Post- Assistant Manager-Training

Job Description & Key Responsibilities

- Design and develop various training/incubation programs, workshops for corporates, startups, aspiring entrepreneurs, angel investors etc. as a profit centre at IIML EIC
- Execute a strategic & marketing plan to achieve & expand the company's B2C customer base for various training programs
- Act as a consultant while promoting available training to the customers and convert them into sales for various training programs.
- Play a key role in increasing the revenue by acquiring more and more clients, generating leads and managing sales of various training programs
- To execute & run end to end support in various training & business incubation programs for IIML EIC
- Maintain curriculum data base and training records
- Most important, should fit into the team behaviorally, technically, culturally while maintaining a high standard of ethics.

Skills & Knowledge Requirements:

- MBA in Human Resource/Marketing
- 0 – 2 years of work experience in startup ecosystem, preferably with Incubators, startups or educational institutes.
- Experience of running MDP/EDP/workshops for corporates, executives, Professionals and Startups.
- Hands on experience in end-to-end program management.

Compensation:

In the scale of total remuneration between INR 30,000-40,000 (all-inclusive) with break up available with incubator as per IIML- EIC's policy. Additionally, medical insurance, mobile reimbursement and other benefits for the executive as per policy of the Incubator.

General Conditions

- Submit your application using the below link:
 - LINK: [CLICK HERE](#)
- Last date of submitting online application is 10th Nov'23 before 5:30 PM
- All the received applications for the said post will be shortlisted and only the shortlisted candidates will be invited through e-mail to appear in the interview on the scheduled date and time.
- The candidates have to produce their bio-data along with a set of photocopies in support of their educational qualifications, experience etc. at the time of the interviews. They should also bring all testimonial in original for verification purpose.
- There will be multiple rounds of interviews as deemed appropriate by the management.
- No TA/DA or any other incidental expenses will be reimbursed for attending the interview.
- Initial appointment will be for 6 Months on contract renewable further subject to satisfactory performance of the incumbent and need of the IIML-EIC.
- The compensation will be decided out depending on qualification, experience, last drawn salary and relevant factors.
- Candidates are advised to visit the website of IIM Lucknow (www.iiml.ac.in)/ (www.iimlincubator.com) regularly for updation, amendments and corrigenda (if any). It will be placed on Institute website only.
- IIML-EIC reserves the right not to fill the above position, if it desires so.
- Canvassing in any form will be a disqualification.

MD, IIML- EIC
Indian Institute of Management- Noida Campus B-1, Institutional Area,
Sector-62, Noida