



IIM SIRMAUR
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INDIAN INSTITUTE OF MANAGEMENT SIRMAUR
RAMPUR GHAT ROAD, PAONTA SAHIB, DISTT. SIRMAUR, H.P- 173025

(Under the aegis of Ministry of HRD, Govt. of India)

Recruitment Advertisement No.: 02/2020

Dated: 11/02/2020

No.: IIMS/Personnel/Rect./02/2020

Last date of receiving Applications: March 13, 2020

Designation: Research Associate (On Contract)

About IIM Sirmaur:

IIM Sirmaur is one of the newer institutions of the Indian Institute of Management family in the country. Taking forward the legacy of the IIM brand, IIM Sirmaur is committed to delivering quality education, training and research in the management sciences. IIM Sirmaur is focused on developing indigenous knowledge and practices in an enabling environment. The Institute strives for the seamless integration of management education with local and global aspirations with the understanding that management education is not just about seeking the most competitive employment opportunities, but rather about learning to serve socioeconomic concerns through ethical and visionary corporate leadership. Established in 2015, the Mission of the Institute is to develop and foster professionals with competencies in creating and leading future-oriented solutions for sustainable growth adhering to the highest standards of ethical and human aspects of work. Our Vision is to be a “Globally Respected Institution for Management Excellence.”

Application for Research Associate (On Contract)

Applications are invited for the positions of Research Associates in the following areas:

- ❖ Environmental Management
- ❖ Economics/ Public Policy/ Sociology/ Analytics
- ❖ Culture and Organisation Behaviour

These positions will provide young scholars the opportunity to work with faculty members in respective areas to deepen their understanding of subject matter and also develop a working understanding of the roles and responsibilities of academic life. It is hoped that such experience

will help them in choosing careers in research, teaching, academic administration or even civil services.

Roles & Responsibilities: We envisage the following six roles in ascending order of importance and complexity:

1. Assist in developing research proposals, searching collaborative projects opportunity/ projects funding, organizing research seminars and conferences, assist in day to day academic matters etc.
1. Track videos, story lines in social media and identify literature gap analysis.
2. Guide and counsel student projects related to Waste Management and Livelihood, Sustainability, Unnat Bharat Abhiyan etc.
3. Assist in drafting research proposals.
4. Assist in field studies/ data collection/ data analysis/ preparing budget for projects/ preparation of project reports/ project plans etc.
5. Any other task as assigned by the competent authority from time to time.

Qualification & Experience: Typically, a candidate must have Master's degree (M.Sc/ M.Tech in Environmental Sc. or Tech. / Masters in Economics/ Public Policy/ Sociology or in any relevant allied field) with 60% marks from a recognized University/ Institute. Candidates should be preferably below 30 years of age. Candidates are expected to be fluent in conversation, written communication and computing skills. Ph.D in the relevant area of specialization is desirable.

Tenure: This is a contractual position, initially offered for a year and renewable on a yearly basis subject to satisfactory performance and work behavior. The maximum tenure for the Research Associate position will be for four years.

Remuneration: Depending upon quality of qualification and experience, selected candidates will be paid a monthly consolidated salary of Rs. 30,000 (Thirty Thousand Only).

How to Apply: Interested candidates may email their detailed resume to careers@iimsirmaur.ac.in by 13th March, 2020. The subject of the email should be "Application for the position of Research Associate in the area of"

Selection Process: Shortlisted candidates will need to appear for personal interview. The selected candidates are expected to join within a month from the date of such offer.

GENERAL CONDITIONS:

1. The applicant must be a citizen of India.

2. The appointment is in the Indian Institute of Management Sirmaur (IIMS), which is an Institute of national importance under the Ministry of Human Resource Development, Government of India.
3. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date for receipt of the applications. They are advised to ensure their eligibility for making an application to the post. No enquiry asking for advice as to eligibility will be entertained.
4. The name of the post applied for should be clearly mentioned in **BOLD LETTERS** in the email correspondence.
5. The prescribed essential qualifications are the minimum. Mere fulfilling of the minimum advertised qualification and experience requirements does not automatically entitle an applicant to be called for interview/test.
6. Institute reserves the right to devise its shortlisting criteria for the position advertised. The duly constituted Screening Committee will shortlist the candidates adopting such criteria. The candidate should, therefore, mention in their detailed resume all the qualifications and experience in the relevant area over and above the minimum prescribed qualification, supported with documents (Soft copies to be attached) and ensure that all details are complete and accurate. The Screening committee duly constituted by the Institute (IIM Sirmaur) may keep area specific written test (in addition to personal Interviews) for the shortlisting of candidates.
7. The period of experience rendered by a candidate on part time basis, daily wages, etc. will not be counted while calculating the valid experience for shortlisting the candidates for interview.
8. The decision of the Competent Authority at IIM Sirmaur in all matters relating to eligibility, acceptance or rejection of any/all applications, fixing the eligibility criteria, equivalence of qualifications, mode of screening/selection, conduct of interview, will be final and binding on the candidates.
9. No interim correspondence or personal enquiries shall be entertained by the Institute.
10. Institute reserves the right to seek any other certificate including vigilance from the candidates already in service at any time during the process.
11. The Institute solely reserves the right not to fill the advertised position without assigning any reason.
12. The above position require full 24x7 commitment to the Institute. Therefore, candidates willing to dedicate themselves fully to the Institute are expected to apply.
13. Appointment orders issued by the Institute shall be provisional. The Institute may verify the antecedents or documents (subject to character/antecedent/Police verification, verification of all original documents, experience certificate and other relevant documents) submitted by a candidate at the time of the interview and the appointment. In case it is found at any time that any of the facts/documents submitted by the candidate are falsified or tampered or the candidate has

doubtful antecedents/background and has suppressed the said information, then his/her candidature shall stand cancelled and services may be terminated without any notice period.

14. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of the appointment order, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.

15. Addendum/deletion/corrigendum (if any) shall be posted on the Institute website only.

16. Resume not accompanied by required information/ attached supporting documents shall be liable to be rejected.

17. Canvassing of any nature and/or bringing any influence/pressure from any quarter will be treated as a disqualification for the post.

18. Legal disputes if any will be restricted within the jurisdiction of Distt. Sirmaur, Himachal Pradesh only.

19. The Institute reserves the right to reject any application without assigning any reason whatsoever.

20. The Institute also reserves the right to extend the closing date for receipt of email resumes, results etc.

21. Correspondence if any, from the Institute including interview call letter of the shortlisted candidates shall be sent to the e-mail ID provided by the shortlisted candidate.

22. Any matter for which no specific instruction has been given shall be decided by the Institute and the decision shall be final and binding on the applicants.

23. The aforesaid terms & conditions shall be supplementary and in addition to the terms of appointment order/ contract, which shall be issued to the selected candidate, if any.