

Ref.No.CIPET:SARP-LARPM/CTEF-INNOVEX-BM/Rect./2022-23/01

Date:03.06.2022

Essential Qualification & Experience: BUSINESS MANAGER

Sl. No.	Details	Requirement
1.	Name of the Post	Business Manager
2.	Remuneration	Rs.40,000/- per month
3.	Age limit	Upto 40 years
4.	Educational & other qualifications	<ul style="list-style-type: none"> • Full time MBA in Marketing / Finance from a recognized University. • Minimum 05 years of post qualification experience in handling project related or similar work in the field of Finance and Marketing.
5.	Essential Skill Sets	<ul style="list-style-type: none"> • Experience in Project Management and Planning. • Should have excellent Oral and Written communication skills. • Should possess excellent skills in Marketing, Leadership, Problem Solving, Revenue Generation and Creativity.
6.	Duration	<ul style="list-style-type: none"> • The appointment for the above contractual position will be initially for a period of 01 year, which can be further extended subject to satisfactory performance and requirement in the project

Terms and Conditions:

1. The contract is purely temporary and initially only for a period of one year but extendable if work is found satisfactory on year-to-year basis till the completion of the Project.
2. The Candidate has to fully devote their time for the project work and is not allowed to join any other course (Part/ Full time).
3. The age will be calculated as on **20.06.2022** and relaxation in age for SC/ST/OBC and women candidates will be extended as per rules.
4. No TA/DA will be paid for either attending the interview or while joining the project.
5. Complete applications in the prescribed format should reach the mentioned address on or before **20.06.2022 till 05.30 P.M** in the following address :

**Incharge, Administration
CIPET: SARP-LARPM
B-25, CNI Complex, Patia,
Bhubaneswar – 751024, Odisha**

6. Applicable HRA will be payable if accommodation is not provided by CIPET:SARP-LARPM, Bhubaneswar
7. Shortlisted candidates will be called for the Interview and the date of Interview will be intimated via e-mail only. No other communication in this regard will be entertained.
8. Original documents of Certificates /Degrees/Mark sheets/Age-Proof / and other Testimonials should be produced at the time of Interview / Joining.
9. If Applicant failed to submit the required documents, the application will be summarily rejected.
10. If any candidate is found guilty of providing false information in due course after selection/joining, then necessary action shall be taken against the candidate and he/she shall have to refund all the payments made to him/her during the said tenure.
11. Competent Authority has the right of reducing or increasing the number of vacancies as per requirement and may relax the criteria for deserving candidate.
12. The decision of the competent authority shall be final and binding in all respects.

Incharge, Administration