

IIITB Invites Applications For The Post Of Junior Placement Coordinator (Last Date For Receipt Of Application Is November 10, 2024)

Designation	Junior Placement Coordinator
Job Description	<ul style="list-style-type: none"> • Student Support & Development • Industry Partnerships & Engagement • Placement & Internship Coordination • Data Management & Analysis • Communication & Teamwork • Event Organization & Management • Marketing & Promotion <p>With following functional areas</p> <ul style="list-style-type: none"> • Student & Industry Interface • Operations & Administration • Marketing & Communications
Qualifications, Experience and Skills needed	<ul style="list-style-type: none"> • Should be a graduate in any field • Age 25 - 32 years preferred • Computer Savvy with basic knowledge of Microsoft office, Canva, Figma and other tools • Good communication, interpersonal and networking skills • Ability to work under pressure • Minimum 3 years of experience in similar role, ideally in an educational or corporate setting highly preferred • Attitudinally well disposed to interact with students • Knowledge of Learning Management Systems is preferred
Pay and Allowances	As per norms of the institute
Last date for applications	<p>Interested candidates are requested to fill in the form below along with resume latest by November 10, 2024</p> <p>https://forms.gle/nF7NThUAsZaZD1tA8</p> <p>For queries, please write to hr@iiitb.ac.in</p>