



चन्द्रगुप्त प्रबन्ध संस्थान पटना CHANDRAGUPT INSTITUTE OF MANAGEMENT PATNA

Mithapur Institutional Area, Patna-800001.

No. 103/3/2024

Date: 27.11.2024

Walk-In-Interview for Non-Teaching Position.

A Walk-In- Interview is scheduled on the 5th of December at Chandragupt Institute of Management Patna (CIMP), a standalone government institute in management education, consulting and research approved by AICTE accredited by NBA and recognized by AIU for the following non-teaching positions to be based at CIMP/CIMP-BIIF/ CIMP Foundation:

| S. N. | Name of the Position | No. of Position | Pay | Age Limit | Minimum Qualification and Experience |
|-------|---|-----------------|--|-----------|--|
| 4 | Psychologist | 01 | Consolidated up to ₹40,000/-pm (depending upon last salary drawn) | 50 years | Qualification: <ul style="list-style-type: none">MA/M.Sc in Clinical Psychology Experience: <ul style="list-style-type: none">Three (3) years' of relevant experience |
| 5 | IT Assistant | 01 | Consolidated up to ₹40,000/-pm (depending upon last salary drawn) | 45 years | Qualification: <ul style="list-style-type: none">Graduate in Computer Science/Computer Application OR equivalent Diploma Degree in Computer Science. Experience: <ul style="list-style-type: none">At least Two years of relevant experience.Knowledge of Computer Networking Systems and Computer Hardware is essential. |
| 7 | Academic Associate | 01 | Consolidated up to ₹50,000/- pm (depending upon last salary drawn) | 45 Years | <ul style="list-style-type: none">Post Graduation or equivalent in Management, Social Sciences, Economics, Finance, Mass Communication, Mathematics, Computer Science and Statistics. Candidates pursuing Doctoral Programs/Ph.D. can also apply. |
| 8 | Sr. Office Assistant/ Office Assistant | 02 | Consolidated upto ₹30,000/ for Office Assistant & upto ₹ 35,000/-pm for Senior Office Assistant (depending upon last salary drawn) | 45 years | Qualification: <ul style="list-style-type: none">Graduate in any discipline Experience: <ul style="list-style-type: none">Two-Three (2-3) years' minimum relevant experience |
| 9 | Account Associate | 01 | Consolidated upto ₹30,000/-pm (depending upon last salary drawn) | 40 years | Qualification: <ul style="list-style-type: none">B.Com/M.Com Experience: <ul style="list-style-type: none">1 to 5 years' of relevant experience |
| 10 | Front Desk Executive | 01 | Consolidated up to 25,000/-pm (depending upon last salary drawn) | 30 years | Qualification: <ul style="list-style-type: none">Graduate in any discipline. Desirable: <ul style="list-style-type: none">Proficiency in English communication Experience: <ul style="list-style-type: none">At least two years of relevant experience. |
| 12 | Interns | 05 | Consolidated up to ₹ 15,000/ pm | 25 years | Fresher Qualification: <ul style="list-style-type: none">Graduate in any discipline Desirable: |

| S. N. | Name of the Position | No. of Position | Pay | Age Limit | Minimum Qualification and Experience |
|-------|----------------------|-----------------|---------------------------------|-----------|--|
| | | | | | <ul style="list-style-type: none"> Proficiency in English communication |
| 13 | Associate | 01 | Consolidated up to ₹ 20,000/ pm | 30 | Qualification: <ul style="list-style-type: none"> Graduate in any discipline Experience: <ul style="list-style-type: none"> Three (3) years' minimum relevant experience |

Application Procedure:

Candidates should appear at the Interview along with self-attested copies of all the certificates.

General Conditions:

- Candidates already serving in government/semi-government/autonomous bodies are required to produce a 'No Objection Certificate' at the time of interview.
- The age limit shall be reckoned as on the date of the interview, i.e., **5th December 2024**.
- The Institute will communicate only with short-listed candidates.
- No correspondence, whatsoever, shall be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview or selection.
- Canvassing in any manner shall entail summary disqualification of the candidature.
- The institute reserves the right to cancel/modify the advertisement at any point of time.
- No TA/DA or any other allowance will be paid by the institute for attending the Interview.
- The institute reserves the right to reject any or all the applications without assigning any reason(s) thereof. Number of positions as advertised against each position may vary as per the requirement of the Institute. The decision of the institute in all matters will be final.
- Only candidates willing to devote full time for the development of the institute need apply.
- All positions are contractual in nature and initially for one-year Interns for three months], which may be further extended on the existing terms and conditions from time to time, subject to the approval of the Competent Authority on satisfactory performance.