

Savitribai Phule Pune University

(Formerly University of Pune)

**Centre for Innovation,
Incubation & Enterprise**
International Centre Building, Savitribai
Phule Pune University, Pune – 411007



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ADVERTISEMENT FOR WALK-IN INTERVIEW RECRUITMENT FOR POSTS (CONTRACTUAL)

Walk-in interviews are scheduled at Centre for Innovation, Incubation & Enterprise, SPPU for the following posts:

Sr. No.	Post	No. of posts	Category	Qualification & Experience	Consolidated Payment per month (INR)
1.	Academic Delivery Head	01	01 खुला (Open to all)	Post Graduate in Science/Engineering/Management Faculty & Planning & Delivering courses, scheduling, monitoring, faculty delivery assessment, student attendance & overall delivery of the course to the satisfaction of 8-10 years of experience in Educational Institute.	Rs. 80000/-
2.	Engagement & Reach Manager	01	01 खुला (Open to all)	Graduate from any discipline and 5-8 years of experience in student acquisition, reach and engagement should be conversant with market and good relationship with colleges.	Rs. 60000/-
3.	Desk Counsellor	02	01 खुला (Open) 01 अजा (SC)	Graduate from any discipline and Good Communication skills, pleasing personality, sales skills with 0-6 months of experience	Rs. 20000/-
4.	Tele Counsellor	03	01 खुला (Open) 01 अजा (SC) 01 इमाव (OBC)	Graduate from any discipline and Good Communication skills and sales skills with 0-6 months of experience	Rs. 15000/-
5.	Digital Marketing Executive	01	01 खुला (Open to all)	6 months – 2 years of experience in Creating Digital Content for Social Media promotions	Rs. 40000/-
6.	Technology Manager	01	01 खुला (Open to all)	BE/B.Tech/Diploma in Engineering with 3-5 years of experience in handling IT Infrastructure for courses	Rs. 50000/-
7.	Lab Technicians	02	01 खुला (Open) 01 अजा (SC)	Graduate/Diploma/ITI in Engineering with 0-6 months of experience of IT Labs	Rs. 20000/-
8.	Online Academic Assistants	02	01 खुला (Open) 01 अजा (SC)	Graduate from any discipline with 0-6 months of experience as Research/Academic Assistant. Understanding of Online platform	Rs. 25000/-

9.	Placement Manager	01	01 खुला (Open to all)	Graduate from any discipline with 5-8 years of experience in placement of students in IT & Manufacturing	Rs. 50000/-
10.	Placement Coordinator	01	01 खुला (Open to all)	Graduate from any discipline and 0-6 months of experience Placement cells of college with good communication skills	Rs. 25000/-
11.	Infrastructure & Admin in-charge	01	01 खुला (Open to all)	Graduate from any discipline with 0-6 months experience as Admin assistant and understanding of handling office	Rs. 30000/-
12.	Accountant	01	01 खुला (Open to all)	Graduate from Commerce faculty and Accounting knowledge	Rs. 25000/-
13.	Office Assistant	01	01 खुला (Open to all)	12 th Pass and knowledge of MS Office & IT Skills	Rs. 20000/-

Note : This appointment is purely on temporary basis for a duration from date of appointment till 31st March, 2022. The salary is all-inclusive consolidated manner.

Eligible candidates are requested to walk-in for the interview along with an **Application for the desired post, resume along with all the original documents and one set of self-attested photo copy of all the mark sheets, degree certificates showing the evidence of educational qualification and experience certificate, Cast Certificate & Cast Validity (If applicable)**

Location for Interview: **Digital Classroom, Ground Floor, SPPU Research Park Foundation Building, Savitribai Phule Pune University, Pune-411007.**

Date : 15th December, 2021

Day : Wednesday

Time : 10.00 am onwards

Please note : No TA/DA will be provided.

Director, IIL
Savitribai Phule Pune
University, Pune-411007

Registrar
Savitribai Phule Pune University
Pune-411007