

Project Officer – (1)

Location: MADURAI

Qualification & Experience:

- Master's Degree in Rural Management/social work/ Economics/MBA
- Must have 3 years of experience in Micro enterprise/ Entrepreneurship Development/ Self Employment/ Livelihood/ Women's related schemes and projects.
- The candidate should possess good documentation and reporting skills, high degree of computer literacy, data analysis ability and good communication ability with fluency in English and Hindi.

Job Description:

- Selected project officers will be responsible to provide guidance and counseling of potential and existing entrepreneurs for setting up and development of small and micro enterprises.
- Assisting the micro and small enterprise in developing technology and forward linkages
- Organizing workshops and training programmes for NGOs/Institutions and Entrepreneurs.
- Networking and liaising with key stakeholder's viz. Funding agencies, Development banks, government departments, NGOs and Potential and Existing Entrepreneurs.
- Preparing project reports
- Reporting to sponsoring agencies

Type of Employment: On Contractual basis.

Maximum Salary: Rs. 44,000/- CTC.

EDII takes pride in its top-quality product portfolio, the details of which are available on its website www.ediindia.org. Candidates are advised to go through it. Selected candidates must be prepared to work in one or more programmes/activities, depending on the requirements of the institute.

EDII reserves the right to accept or reject any/all application(s) without assigning any reason(s) thereof.

Forward your resume to hrsro@ediindia.org on or before **June 16 2024** with the subject line '**Application for Project Officer – Madurai**' indicating your specialization, experience, current organization name along with the designation, salary drawn and expected salary. **Write Name of Position and location applied for** in a subject line.