EDII INVITES APPLICATIONS FOR **ASSISTANT PROFESSOR/ ASSOCIATE PROFESSOR/ PROFESSOR** FROM COMMITTED AND EXPERIENCED SCHOLARS IN THE AREA OF ENTREPRENEURSHIP EDUCATION & RESEARCH.

Educational Qualifications:

Ph.D / First Class Masters Degree in Management / OB & HR / Marketing / Finance / Economics / Rural Management / Technology. Those pursuing Ph.D can also apply.

Work experience and other requirements:

The applicants should

- be an academic leader and a top performer with a proven track record.
- possess 5 to 15 years of relevant experience.
- possess rich experience of teaching in post-graduate and doctoral programmes in management, preferably entrepreneurship.
- have publication in top academic journals [ABDC Journals (preferably A*, A and B category), Scopus Indexed Journals etc.
- be able to liaison, formulate, design, and prepare proposals to ensure grants/support/collaborations.
- have experience in business development and implementation of large projects (both research and developmental).

Terms of Engagement:

Contractual engagement initially for two years which may be extended further or regularized at the appropriate level (7th CPC) based on performance and requirement.

Location:

Ahmedabad and/or regional offices/Branch Offices, based on requirement.

Remuneration:

Emoluments commensurate with qualification and experience.

How to apply:

Please click here to **apply online**. Please keep your CV ready in MS Word/pdf format and a passport size photograph in jpg format for uploading. The last date for applying is 17th November 2024**.**

Position: Cluster Development Executive – 01

Location: Bamboo Cluster, Latur, Maharashtra

Qualification: Post Graduation in Development Studies, Business Management, Rural Management or related fields.

Age: Below 40 years.

Experience & Profile: At least 2 years of experience in enterprise promotion/cluster development or working in rural areas.

The selected candidate shall be llaced in the cluster and will be responsible for providing operational support to the cluster and undertake project related activities in the cluster. S/He she should possess and perform the following:

- Experience of working with the community/artisan/Farmers or on development projects.
- Possess leadership qualities to mobilise artisan group/primary producers. Organise and conduct training programs and other project related activities in the assigned cluster.
- Managerial skill to oversee operations in Common Facility Centres and production related activities in the cluster.
- Good communication skills. Language proficiency in English and local language.
- Computers and basic software needed for preparation of reports and updating websites.
- Ensure smooth operation and maintenance of CFC/machines and equipment.
- Close coordination with Implementing Agency (IA) and Technical agency (TA) for implementation and reporting of project activities.
- Support in monitoring and evaluation of the programme in close coordination with supervisors at SRLM/TSA etc.
- Maintain activity and production related records and documents at cluster level.
- Periodically prepare and submit progress reports to the CEO and Head Office.
- Coordination with various stakeholders for Procurement of cluster products, product development/diversification and market linkages.

Type of Employment: Contractual basis.

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

Forward your resume to jobs.staff@ediindia.org on or before **3rd November 2024 with subject line Application for the post of Cluster Development Executive –** indicating our interest of **location specialization, experience and expertise.** Please specify your current organization name, designation, current salary drawn and expected salary.

Only short-listed candidates will be contacted.

EDII is an equal opportunity employer. We encourage qualified women to apply for job opening. EDII reserves the right to accept or reject any / all applications (s) without assigning any reason(s) thereof.

Position: Community Mobiliser (2)

Location: Bhuj, Gujarat

No of vacancies: 2

Qualification & Experience:

- Graduate in Rural Management/Social Work/ Economics and interest in working in poverty alleviation.
- Must have 2 years of experience in Institutional building / Micro enterprise/ Entrepreneurship Development/ Self Employment/ Livelihood/ Women's related schemes and projects.
- The candidate should possess good documentation and reporting skills, a high degree of computer literacy, data analysis ability, and good communication skills with fluency in English, Hindi, and Gujarati/ Tamil

Job Description:

- Meet opinion leaders, village elders of the community, master craftsman's, job worker artisans (dyer, warper, winders, tassel makers etc.) and mobilize & sensitize them for project participations
- Conduct & participate in meetings with existing SHGs (Artisan community), form community-based institutions of remaining members of the community.
- Mobilize participants for project trainings and workshops.
- Training preparations and field program planning in terms of logistical and social arrangements.
- Conduct surveys, data & document collections as per the requirement of the project.
- Maintenance of pre & post trainings data & documents with the help of MS Office.
- Coordinate with project team for smooth work flow.

Type of Employment: On Contractual Basis

Remuneration: Rs 20,000 CTC p.m.

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 **3rd November 2024** with the subject line '**Application for Community Mobiliser – HMI'** 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.

Position: Project Coordinator

Location: Bangalore

Qualification & Experience:

- Master's Degree in Rural Management/social work/ Economics/MBA
- Must have 5 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
- Must be fluent with English, Hindi and Kannada

Job Description:

- Monitoring and handling the activities related to Project
- Program Implementation
- Data analysis and evaluations related to the programs
- Quality Control
- Organizing workshops and training programmes for Entrepreneurship Development.
- Project Design, preparing proposals, and documentation of Projects

Type of Employment: On Contractual basis.

Maximum Salary: Rs. 45,000 – Rs. 48,000 p.m.

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 **3rd November 2024** indicating subject line **"Project Coordinator – Bangalore"** with your specialization, experience, current organization name along with the designation, salary drawn and expected salary in resume.

Enterprise Support Officer (4)

Location: Erode & Namakkal, Madurai, Kolar & Chikkabllapur, Mandya

Qualification & Experience:

- Bachelors /Master's Degree in Rural Management/social work/ Economics/MBA
- Must have 3 years of experience in Microenterprise/ Entrepreneurship Development/ Self Employment/ Livelihood/ Women's related schemes and projects.
- The candidate should possess good documentation and reporting skills, a high degree of computer literacy, data analysis ability, and good communication ability with fluency in Kannada, English, and Hindi.
- Candidates must/ should be locally based for the applied positions.

Job Description:

- Selected Enterprise Support officer will be responsible for providing guidance and counseling to potential and existing entrepreneurs for setting up and developing small and micro enterprises.
- Assisting the micro and small enterprises in developing technology and forward linkages
- Organizing workshops and training programs for NGOs/Institutions and Entrepreneurs.
- Networking and liaisoning with key stakeholders viz. Funding agencies, Development banks, government departments, NGOs, and Potential and Existing Entrepreneurs.
- Preparing project reports
- Reporting to sponsoring agencies

Type of Employment: On a Contractual basis.

Maximum Salary: Rs. 40,000 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 **10th November, 2024** with the subject line **'Enterprise Support Officer'** indicating your specialization, experience, current organization name along with the designation, salary drawn and expected salary in resume.

Location: Bangalore (1)

Qualification & Experience:

- Bachelor's degree with 3 years of experience in Rural livelihood development
- Master's Degree in Rural Management/social work/ Economics/MBA
- Must have 2 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, a high degree of computer literacy, data analysis ability and good communication ability with fluency in English, Kannada and Hindi.

Job Description:

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

Type of Employment: On a Contractual basis.

Maximum Salary: Rs. 37,000 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 **10th November, 2024** with the subject line **'Project Officer – Bangalore'** indicating your specialization, experience, current organization name along with the designation, salary drawn and expected salary in resume.

Position: IT – Officer – 1

Job Location: Bengaluru

Education & Experience: Bachelor's Degree in Computer Application/ Engineering with experience in software development/ Website management/online business development/ monitoring and evaluation. The position is of IT officer with 1-2 years' experience in the relevant field. Ability to work independently and to adapt to a fast-changing environment. Creative, self-disciplined, and capable of identifying and completing critical tasks independently and with a sense of urgency.

Skills

- Knowledge of scripting languages such as Python, PHP, UI development with JavaScript

Roles and Responsibilities

1. **Website Maintenance**

    1.
        - Transferring data from forms, sheets, CSV files, etc. to the website. Activating members on the website.
        - Maintaining the website—Drupal CMS/PHP. Fixing bugs, etc. Minor customization on the website. Updating the content on Drupal CMS—like pages, posts, and images.
        - Should be able to change themes and plugins on Drupal and fix any issues if there are any.
        - Writing requirement documents for the website and other documents needed for the IT project.
        - Writing and reviewing the use cases.
        - Writing and reviewing test cases.
        - Executing test cases, and doing testing of the website.
        - Doing thorough functional testing of the website and communicating it to the development team.
        - Should know how to do the setup of e-commerce module and payment gateway for the website (drupal).
        - Capturing data from APIs and e-commerce and payment gateway sites.
        - Should have knowledge of sending automatic emails through scripting and/or 3rd party tool.
        - Should have the knowledge to send automatic SMS transactions, OTP and drip SMS, etc. using scripting and/or 3rd party too.
        - Manage the test server and production server separately for the website.

2. **Website Development**

1. ○ Building 1 website like Wix, Squarespace, Shopify, Godaddy/Big Rock, etc with an easy page builder.
   ○ Should be able to register domains
   ○ Should be able to purchase and use server spaces needed for website

3. **Android App Maintenance**

1. ○ Should be able to launch the app on the Play Store
   ○ Should be able to maintain and update app on Play Store

4. **Documentation**

1. ○ Ensuring data is available and pulled for report-making
   ○ Organize all data as needed for the project
   ○ Organize all the files and folders as needed for the project

Type of Employment: On a Contractual basis.

Maximum Salary: Rs. 37,000 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 **10th November, 2024** with the subject line **'IT Officer'** indicating your specialization, experience, current organization name along with the designation, salary drawn and expected salary in resume.