



भाकृअनुप - भारतीय श्री अन्न अनुसंधान संस्थान  
**ICAR-INDIAN INSTITUTE OF MILLETS RESEARCH**  
**Global Centre of Excellence on Millets (Shree Anna)**  
राजेन्द्रनगर, हैदराबाद/ **Rajendranagar, Hyderabad-500030**  
Phone: 24599300, Fax no.24599304. www.millets.res.in

**Walk-In-Interview**

Applications are invited for the following posts purely on contractual basis in ICAR – Indian Institute of Millets Research (IIMR), Hyderabad – 500030 through a Walk-In-Interview on **2<sup>nd</sup> July, 2026 at 10.00 AM.**

The eligible candidates are requested to attend Walk-In-Interview with their duly filled in bio-data in the enclosed application format ‘Annexure – I’ and ‘Annexure – II’, along with self-attested scanned copies of the relevant educational & experience documents.

1	<b>Position Name</b>	<b>Business Executive</b>
	<b>No of Positions</b>	<b>One</b>
	<b>Project</b>	<b>SMART- Maharashtra (Millets Value Chain Development &amp; Establishment of Centre of Excellence (CoE) with IIMR)</b>
	<b>Emoluments (per month)</b>	50,000/- (Consolidated)
	<b>Project till</b>	31 <sup>st</sup> March 2027 and further extended based on the budget availability and project funding
	<b>Work Location</b>	Hyderabad, Telangana
<b>Essential Qualifications</b>		
<ul style="list-style-type: none"><li>➤ MBA/ M.Tech/ PGDM/ Equivalent Master Degree in Digital Analytics/ Social Sciences/Agri-Business/Agri Extension/Marketing/Agri Marketing and allied fields from recognized Institute/ University.</li><li>➤ Proficiency in English for effective communication.</li></ul>		
<b>Desirable Qualifications</b>		
<ul style="list-style-type: none"><li>➤ Prior engagement in training coordination, capacity-building programmes, or field demonstrations.</li><li>➤ 2 – 3 years of progressive experience in relevant field.</li><li>➤ Ability to manage field-level coordination, stakeholder engagement, and reporting.</li><li>➤ Proficient in type writing skills and MS office.</li><li>➤ Ability to handle confidential information with integrity and discretion.</li><li>➤ Knowledge/experience in office management, scheduling and correspondence</li><li>➤ Interpersonal skills to interact with staff and clients</li><li>➤ Ability to multitask and prioritize assignments</li><li>➤ Willing to travel field sites as and when required</li><li>➤ Scheduling and organizing meetings</li><li>➤ Drafting and responding to emails, filtering and messaging based on the priority</li><li>➤ Planning and coordinating travel arrangements, including flights, accommodation and transportation.</li><li>➤ Taking minutes during meetings and maintaining accurate records</li><li>➤ Prioritizing tasks and deadlines to ensure key objectives are met</li><li>➤ Collaborating with other departments and team members to facilitate smooth communication and workflow.</li><li>➤ Assisting in the planning and coordination of events, conferences, and meetings.</li></ul>		

2	<b>Position Name</b>	<b>Technical Associate</b>
	<b>No of Positions</b>	<b>Two</b>
	<b>Project</b>	<b>SMART- Maharashtra (Millets Value Chain Development &amp; Establishment of Centre of Excellence (CoE) with IIMR)</b>
	<b>Emoluments (per month)</b>	50,000/- (Consolidated)
	<b>Project till</b>	31 <sup>st</sup> March 2027 and further extended based on the budget availability and project funding
	<b>Work Location</b>	Hyderabad, Telangana & Solapur, Maharashtra (one post each)
<b>Essential Qualifications</b>		
<ul style="list-style-type: none"> <li>➤ B.Tech in any of the engineering disciplines/any graduation from recognized institutions/university.</li> <li>➤ 1 -2 years of progressive experience in relevant field.</li> <li>➤ Knowledge/experience in social media management.</li> </ul>		
<b>Desirable Qualifications</b>		
<ul style="list-style-type: none"> <li>➤ Candidates with basic handling of the website and social media channels and having knowledge of latest DTP software (Adobe photoshop, illustrator, coral draw, canva etc...) will be preferable.</li> <li>➤ Experience in preparing structured project documentation, reports, or digital publications.</li> <li>➤ Proven knowledge on content writing, domain handling would be an advantage.</li> <li>➤ 2 -3 years of professional experience in database management, MIS platforms, or digital documentation systems or in any relevant field.</li> <li>➤ Ability to manage data consolidation, digital reporting, and information management tools.</li> <li>➤ Designing the branding collaterals &amp; marketing materials</li> <li>➤ Familiarity with tools/software for data entry, formatting, and project documentation.</li> </ul>		

**Terms & Conditions:**

1. The above posts are purely temporary and on contractual basis till the **expiry of the project**.
2. The upper age limit for the above positions is 45 years as on the date of the interview with relaxation as per GOI rules in case of SC/ST/OBC & PH candidates.
3. **The reporting time for the candidates appearing for Interview is till 10:30 AM with the grace period of 15 mins. The applications of the candidates reporting after prescribed time will not be accepted.**
4. **The Candidate should attend the interview with duly filled – in application form (as per the format – Annexure-1 & Annexure - II Enclosed) with a photograph affixed on it and signed. Duly filled in application form is compulsory.**
5. All the relevant original testimonials (date of birth, degree certificate, experience certificate, etc., if any) are to be shown and a set of attested copies of all the certificates will be required to be submitted by the candidates for verification at the time of registration as well as before joining, if selected. If any candidate is found to have submitted false information/claims at any stage their candidature will be summarily rejected or the appointment will be terminated.
6. No TA/DA any other expenses will be paid for attending the interview
7. Candidates should bring their complete Bio Data, duly self-attested certificates mark sheets (from class 10th onwards), experience certificates and no objection certificates from their current

employer at the appointment time. **Only the candidates having essential qualifications would be allowed to attend the interview.**

8. **No objection and experience certificate are required from the employer; in case he/she is employed**
9. The decision of the PI/Director, ICAR-IIMR is final and binding in all respects.
10. The selected candidates shall not claim for regular appointment/absorption in ICAR-IIMR, Hyderabad or funding agency at the end of the project.
11. Canvassing in any form will lead to cancellation of candidature.
12. The selected candidate may have to join immediately.
13. For further details/updates/modifications please visit our website <https://millets.res.in/ad.php>, regularly.
14. IIMR reserves the right to alter/ Change/ Cancel this Advertisement/ Recruitment without assigning any reason at any stage of recruitment process.
15. In case of any disputes, it will be resolved within the jurisdiction of Hyderabad, Telangana court only.

**Sd/-  
PI of the Project**

**PROFORMA**

APPLICATION FOR THE POST OF : \_\_\_\_\_ (On contractual Basis)  
 Project: \_\_\_\_\_

1. Name in Block letters: \_\_\_\_\_

2. Father's / Husband's name: \_\_\_\_\_

3. Date of Birth & age: \_\_\_\_\_; \_\_\_\_\_ years  
 as on date of Interview.

4. Postal address for correspondence: Present & Permanent.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Mobile no: \_\_\_\_\_; Aadhar No: \_\_\_\_\_; email: \_\_\_\_\_

6. Educational Qualifications:

Sl. No	Qualifications	Year of passing	Board/ University	Marks (%/GPA)	Remarks (if any)
1.					
2.					
3.					
4.					
5.					
6.					

Latest passport size  
photo

**7. Prior Experience (if any):**

Sl. No	Name of the Organization/ Institute	Post	From To	Drawn Salary	Remarks
1.					
2.					
3.					
4.					

**8. Additional Information which you would like to mention:**

- a. **Additional Academic/ professional Qualifications:** \_\_\_\_\_
- b. **Trainings** \_\_\_\_\_
- c. **Research Publications / reports / special projects:** \_\_\_\_\_
- d. **Awards/ Scholarships/ Official Appreciations:** \_\_\_\_\_
- e. **Affiliation with professional bodies/ institutes/ Societies:** \_\_\_\_\_
- f. **Any other information:** \_\_\_\_\_

**9. Whether belongs to SC/ST/OBC/OC/PH/Ex-servicemen (as per Gol norms) \_\_\_\_\_**

**10. I am also willing to be considered for any lower post in case my application for the applied post is ineligible or not shortlisted for further scrutiny. (Yes / No): \_\_\_\_\_**

**SELF DECLARATION**

I \_\_\_\_\_, Son/ Daughter of \_\_\_\_\_ hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if Information given by me is proven false/ not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn and I may be terminated from the services without assigning any reasons.

Date: \_\_\_/\_\_\_/\_\_\_\_  
Place: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Candidate

**DECLARATION**

I \_\_\_\_\_, hereby declare that **none of my near or distant relatives is an employee of the ICAR-Indian Institute of Millets Research (IIMR)**. If found otherwise and in the event of non-declaring the same as prescribed in the advertisement, my candidature to the interview and my selection to the post be cancelled.

**Date:**

**Place:**

**Signature of the Candidate**

**(OR)**

I \_\_\_\_\_, hereby declare that am willing to attend the Walk-in interview for the post of **Business Executive/Technical Associate** at ICAR- IIMR, Hyderabad on 02-07-2026. The following particulars of my relative(s) working in ICAR is/are furnished as per the requirement of the advertisement for attending the interview:

Name:

Designation:

Relationship:

**Date:**

**Place:**

**Signature of the Candidate**