

IITI DRISHTI CPS Foundation

(A Section 8 - Not for Profit Company)

Advt. No. – IITI-DRISHTI-CPS/Sec – 8/2022/10

Date: 18/08/2022

Post: Coordination Manager: 01 (one post)

Company: IITI DRISHTI CPS Foundation (A Section 8 - Not for profit Company)

Location: IITI DRISHTI CPS Foundation, IIT Indore Campus, Simrol, MP, India, 453552

Key Responsibilities include, but are not limited to:

- Managing CEO/Project Director office and coordinating with various internal and external stakeholders of the company for various activities.

Essential Qualification & Experience:

- Educational Qualification: Minimum Master's Degree with excellent communication skill (both oral and written)
- Experience: at least 3 years of work experience in handling similar activities at some of the reputed organizations in the country.
- Being a technology focused company, candidates having at least one of the degrees in engineering/technology will be preferred.

Age: Less than 35 years

Compensation: INR 50,000-75,000 per month (based on experience and performance during the interview).

Transport allowance or provision of company transportation facility from selected locations in the Indore city may be provided.

Tenure: Initially for one year (renewable based on performance).

Interested candidates may [click here](#) to submit the application. The last date to submit the applications is 25 August 2022.

Only shortlisted candidates will be called for a written test/interaction/interview. Mere fulfillment of the eligibility criteria does not entitle an applicant to be shortlisted. All the applications will be thoroughly evaluated for suitability with the company's requirement. Company reserves the right to not fill up /cancel the post advertised without assigning any reason.