



**PLACEMENT COORDINATOR
IIM NAGPUR**

Job Profile: The Placement Coordinator will act as an interface between Institute, students and recruiters and nurture and develop IIMN's relationships with prospective recruiters. Prospective candidates *must* have (a) excellent administrative skills, (b) an ability to multi-task, (c) eye for detail, and (d) excellent oral and written communication skills.

Educational Qualification and Experience: Graduation in any discipline. Candidates with a MBA or an equivalent Master's degree would have an advantage.

Candidates *must have* at least 5 years of relevant work experience in Placements/ HR Recruitment/ Staffing/ Head-hunting or related organizational activities, especially in an IIM or a reputed institute.

The position is currently contractual and does not automatically create any right or preference towards appointments towards permanent appointments by IIM Nagpur in future.

Salary & Allowances: Commensurate with qualifications and experience.

Last date for receiving applications: **September 13, 2016, 5:00PM**

Interested candidates are advised to send their resumes to staffrecruit@iimnagpur.ac.in
