



**Indian Institute of Information Technology Design and Manufacturing Kurnool
Jagannathagattu, Dinnedavarapaadu, Kurnool, 518007.**

**Advertisement for Recruitment of Program Coordinator
(Advt. No IIITDMK/SIC/Rect./2022/01, dated 12th July 2022)**

Indian Institute of Information Technology Design and Manufacturing Kurnool, an Institute of National Importance, established by an Act of Parliament, under the Ministry of Education, Government of India, invites offline applications from well qualified and strongly motivated Indian Nationals for the temporary post of program coordinator for the Samsung Innovation Campus (SIC) established at IIITDM-Kurnool.

Name of the Post	Program Coordinator
Duration	Initially one year. Depending on the performance, review and requirement, the period of term may be extended further period.
No of Post(s)	1 (one)
Monthly consolidated Emoluments	Rs 50,000 pm.
Essential Qualifications	First class B.E/B.Tech or M.E/M. Tech or MBA are only eligible.
Additional Desirable skills and experience	a) At least 3 years' of work experience in managing projects along with strong Data management exposure. b) A candidate should have excellent communication, documentation and report writing, presentation, and team-work skills
Roles and Responsibilities	<ul style="list-style-type: none">• Overall management & Coordination of the SIC Project activities concerning training, R&D and Consultancy.• Liaison across Samsung and other selected Institutions/SIC Lab.• Support IIITDM Kurnool in maintaining and managing various records related to training and finance related matters of SIC.• Identification and timely installation of Software and Tools• Perform & administer classroom sessions on various Tech Courses agreed between both the parties.• Ensuring implementation of activities as per compliance• Any other activities as assigned from time to time.

1. Mode of Selection

The selection process consists of Interview

2. Instructions to the Applicants:

- a. The posts are on purely temporary basis for a fixed period.
- b. Candidates are required to carefully go through the details of qualifications, experience and instructions available on the Institute website. They should satisfy themselves, before applying that they possess at least the minimum essential qualifications, experience etc. as laid down in the advertisement.
- c. The duly filled in application, together with all the relevant enclosures, should be sent in a sealed envelope superscribed with “**Application for the post of Program Coordinator (SIC)**” to the address:
The Director, IIITDM Kurnool, Jagannathagattu, Dinnedavarapadu, Kurnool- 518007, Andhra Pradesh, through Speed Post/Registered Post to reach on or before 16-08-2022.
- d. Incomplete/ partially filled offline application forms will not be considered.
- e. No correspondence by any means, will be entertained from candidates regarding postal delays, conduct & result of interview, reasons for not being called for interview.
- f. The Institute reserves the right to shortlist only the candidates whose matches with relevant work experience
- g. The decision of the Institute in all matters will be final and no correspondence whatsoever will be entertained from candidates.
- h. The candidate is responsible for the correctness of the information provided in the application. If it is found later that any information given in the application is incorrect / False, his/her candidature / appointment is liable to be cancelled / terminated.
- i. The date and time of Interview will be informed only through the Institute website/ E- mail.
- j. The Institute reserves its right to have suitable scrutiny criteria meeting the requirements of the Institute.
- k. Applicants should go through the advertisement thoroughly and should fill up all the required information offline.
- l. Applicants are requested to look at website of IIITDM Kurnool (www.iiitk.ac.in) from time to time for any information, updates etc. Updates, if any will be published on the website only and will not be advertised in newspaper.
- m. This temporary post does not confer any right/claim for regularization/absorption at IIITDM Kurnool.**

Important Note: Last date for submission of offline application: 16.08.2022

Sd/-
Registrar I/c