

VACANCY FOR THE POST OF Jr. PROGRAM EXECUTIVE (PGDAEM)

MANAGE invites applications from eligible candidates for the post of "Jr. PROGRAM EXECUTIVE" with the following qualifications and experience.

RECRUITMENT OF Jr. PROGRAM EXECUTIVE (PGDAEM)

1.	Name of the Centre	Center for Gender in Agriculture, Nutritional Security & Urban Agriculture
2.	Name of the Position	Jr. PROGRAM EXECUTIVE (PGDAEM) – one position
3.	Age	Not exceeding 40 years
4.	Place of Work	Hyderabad
5.	Duration of Assignment	Initially for one year, extendable further based on performance and requirement
6.	Consolidated Pay	Rs36,000 Consolidated per month
7.	Essential Qualification	Degree in any discipline. Preference shall be given to candidates with Master's degree Good knowledge of computer MS office (word, excel, power point etc.)
8.	Experience	Preferably 1-2 years in data management
9.	Nature of Job	1. Assisting in computer works related to PGDAEM Program 2. Coordinating with Candidates of PGDAEM 3. Maintaining files and records of PGDAEM batches 4. Any other work related to PGDAEM 5. Any other activities of the center.
10.	Apply to	The Deputy Director (Gender Studies) National Institute of Agricultural Extension Management (MANAGE), An Organization of Ministry of Agriculture & Farmers Welfare, Government of India), Rajendranagar, Hyderabad - 500 030 Email: veenita.k@manage.gov.in Telephone: 040-24594539
11.	Last Date of submission of CV	20th February 2025
12.	Date of Online Interview	3rd March 2025

Sd/-

(Veenita Kumari)
Dy. Director (Gender Studies)

Sd/-

DIRECTOR GENERAL