

# THE LNM INSTITUTE OF INFORMATION TECHNOLOGY, JAIPUR

F.no: LNMIIT/REG./Recruitment-NTS/30/2023-24

Dated: March 18, 2024


## Recruitment for the Post of Junior Officer - Alumni Relations and Engagement

The LNM Institute of Information Technology, Jaipur is inviting applications from eligible, qualified and experienced candidates for the recruitment to the post of **Junior Officer - Alumni Relations and Engagement**. The candidates should possess the essential qualification as on closing date i.e., **March 30, 2024**, may apply through online mode on <https://www.lnmiit.ac.in/career.html>.

### Pay, Qualification and Experience:

1.	<b>Name of the Institute</b>	The LNM Institute of Information Technology, Jaipur
2.	<b>Type of Institute</b>	<i>de-novo</i> -Deemed-to-be-University
3.	<b>Name of the Post</b>	Junior Officer - Alumni Relations and Engagement
4.	<b>Level (as per 7<sup>th</sup> CPC)</b>	6
5.	<b>Type of Appointment</b>	<b>Regular</b>
6.	<b>Basic per Month (For regular employment)</b>	Rs.35400/- (Yearly CTI with HRA 7.83 Lacs)
7.	<b>Educational Qualification and Experience</b>	<b>Essential:</b> 1. Master's degree in Management/Engineering/IT with First Class in regular mode from a recognized University/Institute. 2. B.Tech. with first class from a recognized University/Institute. 3. Knowledge about MS Office, ERP.  <b>Experience:</b> 5 years' relevant experience in a university of repute of handling of students database.  <b>Desirable :</b> • Very good communication skills in English, Hindi. • Ability to work across different time zones in a seamless way. • E-mail handling, video conferencing, scheduling, good presentations skill, coordination and logistic handling experience will be a plus.
8.	<b>Age Limit</b>	Preferably below 35 years

*\*Institute reserves the right to not recruit for any given position without assigning any reason to the applicants.*

  
(Dr. Pawan Kumar Paras)  
Registrar