



**Institute of Rural Management Anand**  
**P B No. 60, ANAND - 388 001**

The Institute of Rural Management Anand (IRMA) is a premier Institute in the country for Post Graduate, Doctoral and Mid-career/in-service education, training, research and consulting in rural management. Founded in 1979, IRMA's mission is to promote all-round sustainable rural development through professional management.

**IRMA Requires**

**Junior Officer (Communications)**

**Job Profile**

The incumbent shall manage and contribute to IRMA's brand image and enhance visibility of the Institute. The prime responsibilities of this position include

- Content development, design and hosting on IRMA's website and social media platforms
- Media interface
- Networking with media houses (digital, social and print)
- Development of technical communication oriented articles

**Qualification and Experience:**

The incumbent should hold a Master's degree in Public Relations/ Mass Communications & Journalism/ English language/ Rural Management with at least 55% of marks. A practical work experience in Public Relations and Communications is desirable. The incumbent should have excellent organizational skills, communication skills in English and Hindi, both written and verbal and good interpersonal skills. Exposure to rural sector will be an advantage. Skill in computer based processing in MS Office and image and video editing will be desirable.

**Age:** Maximum age limit 30 years (as on 18 October 2020).

**Remuneration and tenure:**

Appointment will be made purely on contract basis for three years with one year probation. The remuneration shall be offered in the range of Rs.30,000/- to Rs.40,000/- per month depending upon qualification and experience of the incumbent.

The Director, IRMA reserves the right to make relaxation in the prescribed qualifications/ experience if otherwise found suitable at his discretion depending upon the requirement of the Institute at that point of time.

Mere fulfilling the minimum qualifications and experience prescribed will not make a candidate eligible to be called for the recruitment process. Only short listed candidates will be called for the same. No correspondence / interim enquiries in any manner in the matter will be entertained.

Interested candidates may apply online by 18 October 2020 at <https://www.irma.ac.in/careers/careers.php>; please ensure that the application contains a statement of interest and detailed Curriculum Vitae.