INDIAN INSTITUTE OF MANAGEMENT AHMEDABAD
Requires
Project Managers for Billion Readers (BIRD) project

Indian Institute of Management Ahmedabad (IIMA) invites applications for the position of Project Manager for **Billion Readers (BIRD) project**. This position requires strong interpersonal skills and significant experience in programme management. Previous experience in working with government departments and agencies will be highly desirable. The candidate will work with a team of IIMA faculty and practitioners involved in the execution of such training programmes and report to the faculty Chairs of the programmes to which they are assigned. The Project Managers may be located anywhere in India. Preference will be given to women candidates.

Major Roles and Responsibilities
The Project Managers are responsible for:
- Overall administrative responsibility for all academic and operational activities related to the assigned programme.
- Developing periodic reports, including financial reporting, and managing training programme milestones.
- Managing and monitoring a team and overseeing fieldwork of programme participants (where appropriate). The team members may be located at different geographic locations.
- Engaging with the clients and responding to their questions, in consultation with faculty Chairs.
- Developing research protocols to ensure smooth functioning of the programmes to ensure an integrated delivery of the programme.
- Planning long & short term resource needs in accordance with the requirements of the training programmes.

Key Attributes Required
- Self-motivated individuals with strong interpersonal skills.
- Familiarity with financial accounting and report writing.
- Demonstrated experience working on policy and programmatic issues with multiple stakeholders including national- and local governments and civil society groups, such as community organizations.
- Attention to detail, planning, and task-orientation
- Willingness to travel to rural parts of the country.

Educational qualification and Experience
- Candidates should have a strong academic record from reputed academic institutions.
- Above five years of working experience in project management, preferably with a reputed national/ international organization in social development. Candidates without a post-graduate but with at least seven years of relevant work experience will be considered.

Terms of Employment
- Candidates will be hired initially on temporary basis for 7 to 9 months starting **15th Oct 2021** which will be extendable depending on performance and requirements.
- Project Manager will report to the Faculty Chairs of the programme.
- Interface: Internal – Faculty, IIMA Administration team; External – Clients (National or State Governments, NGOs, training and skill development institutions, Corporate).

Compensation
The selected candidate will be offered a fixed monthly remuneration of INR 1,00,000 based on prior qualifications and experience.

To apply, please send the email containing CV and cover letter to parthibhana@iima.ac.in by **10th October, 2021** with the subject line **"Project Manager: Billion Readers (BIRD) project"**. Your application may not be considered if the subject line is missing or incorrect. Any application received after the last date, will not be considered. Only shortlisted candidates will be intimated.