



Ref: DMI/FDC/AA/826

August 30, 2023

Requirement for the position of Academic Associate

Development Management Institute, Patna, invites applications for the post of Academic Associate. Two positions are open to post-graduates / graduates aspiring for a career in academics and research and seeking to enhance their teaching and research experience in Operations Management & Quantitative Techniques.

Job responsibilities:

The Academic Associate will work closely with the allotted faculty member and assist him/her in carrying out the following activities:

- Preparation of course outline;
- Identifying and collecting reading materials (from libraries and other sources);
- Preparation & Distribution of course pack;
- Evaluation of assessment components such as class participation, mid-term and end-term examinations, quizzes, assignments, etc.;
- Delivering tutorials;
- Invigilation duties as and when assigned;
- Facilitating group assignments for participants;
- Conducting research work and any other academic work-related activities assigned

It is expected that the Academic Associate will spend a maximum of three years in the Institute and, pick up the necessary skills and understanding of their area of specialization, and there on leave the Institute to take up higher academic positions in other academic Institutions.

Required qualifications:

- Post Graduation in Mathematics, Statistics or Management with minimum 60% marks or
- B. Tech. /B.E. (for OM & QT) with minimum 60% marks and with 1-2 years of experience

Candidates should be fluent in using MS Office and have working knowledge in R-Programming and statistical packages like SPSS.

Remuneration: The selected candidate will be given a consolidated remuneration of Rs. 30,000/- to Rs.40,000/- per month, depending on qualification, experience, merit, and performance in the interview/test. Deserving candidates may be given a higher start within the range specified.

Duration: Appointments will be made purely on a contractual basis for a period of 11 months. Based on satisfactory performance, it may be renewed for two more times with the same duration.

Age: Below 30 years of age for post graduates/graduates and 35 years for those with Ph.D. from a recognised University / Institution.

Selection Process: Only shortlisted candidates will be invited for interview.



विकास प्रबंधन संस्थान
Development Management Institute

About DMI Patna

Development Management Institute (DMI) was set up on February 13, 2014 pursuant to a desire of the Government of Bihar to establish a High Performing Knowledge Institution (HPKI). DMI believes that the livelihoods of small producers and marginalised people can be enhanced by organising them to form member participation based, democratically governed institutions that leverage the strengths of collectives and build enduring partnerships with professionals for reaping the benefits of technology and market integration. Inspired by and recognising the growing need for Development Management Professionals, the Government of Bihar took the initiative to establish DMI as an autonomous institution. DMI endeavours to empower grassroots through:

- Creation of a cadre of Development Management Professionals, through post-graduate academic teaching programmes (PGDM);
- Enhancement of competencies for Development Management Praxis, through Competencies Enhancement Programmes(CEP);
- Orientation of Vision, Values and Leadership Practices towards Good Governance, by working with organisations and institutions at different levels; and
- Engagement in networked trans-disciplinary Action Research and Policy Advocacy, through its Collaborative Action Research and Education (CARE) centres.

Deadline for submission of application: Eligible and interested candidates shall send in their CV (profile) over email to [careers\[@\]dmi.ac.in](mailto:careers[@]dmi.ac.in) , with the subject line as “**Application for the position of Academic Associate**” on or before Sept 15, 2023 1800 hours.

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