

RIGHT PLACE FOR THE BRIGHT PEOPLE

Main Campus :

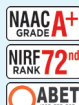
Vadlamudi, Guntur-522 213.

Andhra Pradesh. Tel : 0863-2344700

Extn. 1052, 1053, 1058, 1060



VIGNAN'S
FOUNDATION FOR SCIENCE, TECHNOLOGY AND RESEARCH
DEEMED TO BE
UNIVERSITY
ESTD. U.S.S OF UGC ACT 1956



B) APPLICATIONS ARE INVITED

Last Date for Receipt of Applications: 01-07-2025 (Tuesday)

Position	Eligibility Criteria
Deputy Registrar	<ul style="list-style-type: none">Any Post Graduation with 10 years of Teaching experience or 05 years of experience at the level of Assistant Registrar.Should have ability to plan the activities of university.Max. Age Limit : 45 - 50 years.
Director - HR	<ul style="list-style-type: none">MBA or equivalent.Excellent Communication & Data Analysis skills.Candidates with minimum 05 years of experience in higher-educational institutions.Age : Below 45 years.
Assistant Registrar	<ul style="list-style-type: none">MBA or equivalent.Candidates with minimum 2 - 3 years of experience in higher-educational institutions.Age : Below 45 years.
Finance Officer	<ul style="list-style-type: none">Qualification in Chartered Accountancy/M.Com. having specialization in accounting, Auditing and/or Costing with First Class (or equivalent) from a reputed Institution, preceded by a consistently good academic record.Minimum of 10 years' experience in accounting/auditing/costing in an academic/research institution or industry, of which a minimum of 8 years is spent at a University/ College or any other higher-level institution.Experience in working with computers and other advancements in financial management.Knowledge of financial regulations as per UGC guidelines and educational institutional norms, practices in financial matters.Strong leadership skill and proficiency in managing teams.Expertise in ERP systems, financial software, and handling audits.Age: Below 55 years.
Assistant Finance Officer	<ul style="list-style-type: none">M.Com/MBA Finance or Chartered Accountant (CA) or Cost and Management Accountant (CMA).At least 8 Years of Experience in Finance and Accounting, with 3 years in a supervisory role.Familiarity with UGC financial guidelines and educational institutional norms.Proficiency in financial software, ERP, and Tally.Strong analytical and organizational skills.Age : Preferably below 40 years.
Business Manager	<ul style="list-style-type: none">MBA (Marketing).02 years of experience in entrepreneurship certification is desirable.Age: Below 45 years.
Corporate Relationship Manager	<ul style="list-style-type: none">Any Master's Degree.Candidate with minimum 05 years of experience in industry will be preferred.Age : Below 40 years.
Corporate Operations Manager	<ul style="list-style-type: none">Ph.D./Master's Degree or Bachelor's Degree in relevant industry experience.Proven track record in establishing and managing strategic partnerships with IT/ technology firms.Strong networking skills and experience in identifying, evaluating, and engaging key industry partners.Ability to assess the unique expertise and long-term potential of consultants or partner organizations.Experience in co-production or collaborative projects with industry, preferably in an educational or research context.Experience in coordinating or facilitating student and faculty internships, industry immersion programs, or similar experiential learning initiatives.Ability to liaise with industry to secure opportunities aligned with academic and research goals and to develop sustain strategic partnerships that align with institutional objectives.Excellent communication and interpersonal skills, with experience representing organizations at industry forums, conferences, and networking events.Understanding of partnership frameworks, shared values, and collaborative structures in the education-industry context.Knowledge of Corporate Social Responsibility (CSR) frameworks and experience in sourcing or managing CSR-funded projects.Ability to identify and approach companies with CSR mandates relevant to education, research, or technology development.Experience in preparing proposals, negotiating terms, and managing funded projects or infrastructure initiatives.Age: Below: 40 years
Technical Executives	<ul style="list-style-type: none">Expert in Excel.Expert to utilize AI assisted Microsoft Office.Expert in Web Design and have knowledge of language (Python, C, C++).Expert in Adobe InDesign Software (Designing Brochures, Flex etc.).Experience in Data Analysis using AI tools.Expert in Drafting documents in English.Experience at IQAC Office and have handled either of NAAC, NBA, NIRF, UGC, AICTE and other statutory bodies.Age : Below 45 years.

How to Apply: Email your resume at NTRecruitment@vignan.ac.in quoting the Post applied for

Salary as per Qualification & Experience

Please Contact : Assistant Registrar : 6300773661