

**NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION & RESEARCH,
Sector-67, SAS Nagar (Mohali)-160062, Punjab
Phone No.:0172-2214682-87, Fax: 2230068
[Advertisement 02/2017]**

WALK-IN-INTERVIEWS

Entrepreneur Development-cum-Placement Coordinator

Walk-in-Interviews for one contractual position of Entrepreneur Development-cum-Placement Coordinator are scheduled to be held on **31st January, 2017 (Tuesday)** at **10.00 am** onwards at the Conference Room (Secretariat Building), NIPER, SAS Nagar, Sector-67, SAS Nagar. The engagement shall be for an initial period of one year which is further extendable on yearly basis for further two years subject to satisfactory performance on a fixed remuneration of Rs.50,000/- pm.

The interested eligible candidates may appear before the Selection Committee with all original certificates, mark-sheets, experience details and testimonials etc. They must bring with them a set of attested copies of all the relevant documents along with a recent coloured passport size photograph and three copies of prescribed application form at the time of interviews.

For detailed advertisement, application form and details of eligibility criteria, job profile and other terms & conditions please visit the Institute website at www.niper.gov.in

Registrar

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Entrepreneur Development-cum-Placement Coordinator

National Institute of Pharmaceutical Education & Research (NIPER), SAS Nagar is an institute of National Importance established by an Act of Parliament under the aegis of Ministry of Chemicals & Fertilizers, Department of Pharmaceuticals, Government of India in order to strengthen its administrative set up for projects. It intends to engage the contractual position of **Entrepreneur Development-cum-Placement Coordinator on purely contractual basis** for one year which is further extendable for another two years (on yearly basis) subject to satisfactory performance.

Essential Qualifications: Post Graduate degree (preferably in Management) with at least 55% marks and 3-5 years relevant experience in training, placement activities as well as in corporate relations in an educational/research/industrial establishment and should have pleasing personality & command of communication skills.

Desirable qualification: Experience in drafting of MOUs / agreements for business development with industries and with academic institutions.

Remuneration: Rs.50,000/- (consolidated) for the first year.

Contract tenure: The engagement will be initially for a period of one year which may be considered for extension for another year based on performance on year to year basis.

Age limit: 40 years as on date of walk-in-interviews.

General Information: Walk-in-interviews will be held on **31st January, 2017 (Tuesday)** at **10.00 am** onwards in the Conference Room (Secretariat Building), NIPER, Sector-67, SAS Nagar (Mohali). Each candidate is required to give 10 minutes of presentation through power point presentation (PPT) detailing their vision and roadmap of creating NIPER as the preferred destination for recruiters from pharmaceutical industry. Candidates should bring with them three copies of the prescribed application form duly filling in all respects along

with the attested copies of testimonials & demand draft for Rs.100/- for unreserved category candidates & Rs.50/- for SC/ST candidates favouring 'Director, NIPER' drawn on any scheduled bank payable at Mohali/Chandigarh. No TA/DA will be paid for attending the Walk-in-interviews.

Job profile: To make liaison with the Pharmaceutical companies and establish interface with the Masters' and Doctoral students of the institute for personality and entrepreneurship skill development. To organize visit of industry personnel and organizes seminars that would explore the students of the institute for the requirement of pharmaceutical industries. To perform liaison activities related to academia-corporate relationship at incubation / make-in-India / startup facilities at NIPER. To coordinate between faculty / scientists of the Institute and business community in these activities.

To assist Chairperson, Placement in placement activities. To interact with company executives for summer internship and final placement. To organize company visit and arrangement of corporate talk for students. Administers and supervise an academic placement and recruitment program; counsel students on career issues; plans, schedules and delivers presentations on career development, career skills and career opportunities; to oversee day-to-day placement, career counseling and recruitment activities; to coordinate placement activities with faculty, students and the business community; to coordinate and collaborate with other placement offices; to represents the organization at various community and/or business meetings; to promote existing and new programs and/or policies; to maintain contact with local employers; to obtain information on job opportunities, to develop and enhance working relationships and to facilitate placement of students. Maintain a database of employment possibilities and resource; to assists students in the job search and advises them on procedures for obtaining employment; to coordinate or provide training in writing resumes, completing applications, and interview; to ensure strict confidentiality of student records.

Registrar