



**NATIONAL INSTITUTE OF AGRICULTURAL EXTENSION MANAGEMENT
(MANAGE)**

(An Autonomous Organization of the Ministry of Agriculture & Farmers Welfare,
Govt. of India)

Rajendranagar, Hyderabad – 500 030, Telangana

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www.manage.gov.in



EMPLOYMENT NOTICE

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1. The National Institute of Agricultural Extension Management (MANAGE) is an autonomous organization under the Department of Agriculture, Cooperation and Farmers Welfare (DAC&FW), Ministry of Agriculture and Farmers Welfare, Govt. of India.
2. MANAGE invites applications in prescribed format for filling up the following Group – A, B and C positions:

Sl. No	Name of the post	No. of Post	Pay scale	Mode of Recruitment	Category	Last date
1.	Director (Agriculture Marketing)	01	Group – A Pay matrix level – 14 Rs.1,44,200/- to Rs.2,18,200/-	Direct Recruitment/ Deputation	UR – 1 (One)	30 days from date of publishing in Employment news
2.	Research Associate (Agricultural Extension)	01	Group – B Pay matrix level – 06 Rs.35,400/- to Rs.1,12,400/-	Direct Recruitment basis only	UR – 1 (One)	
3.	Research Associate (Knowledge Management)	01	Group – B Pay matrix level – 06 Rs.35,400/- to Rs.1,12,400/-	Direct Recruitment basis only	ST – 1 (one)	
4.	Junior Stenographer	01	Group – C Pay matrix level – 04 Rs.25,500/- to Rs.81,100/-	Direct Recruitment basis only	OBC – 1 (one)	
5.	Assistant Cashier	01	Group – C Pay matrix level – 04 Rs.25,500/- to Rs.81,100/-	Direct Recruitment basis only	OBC – 1 (one)	



Age and eligibility conditions:

1	Name of the Post	Director (Agricultural Marketing)
	Age limit for direct recruits	a) Up to 50 years of age. b) Relaxable for Govt. Servants up to 5 years
	Educational and other qualifications required for direct recruits	<p>Essential (A)</p> <ol style="list-style-type: none"> 1. Post Graduate in – Agricultural Marketing / Agri Business Management / Agricultural Economics / Marketing Management with a minimum of 55% marks or equivalent grade. 2. Ph.D in the concerned subject from a recognized university and with a minimum of 10 publication as book/ Research papers / Policy papers. 3. 10 years of experience in the area of Agricultural marketing with focus on Training, Teaching, Industry, Consultancy and Research covering different components of marketing regulation, Policies, Grading and Standardization and marketing planning and designing, Market Information, Aggregation, Price Discovery Mechanism etc., out of which 5 years should be in the cadre of Associate Professor in the grade pay of Rs.9000/- or Pay Matrix of 13A (7th Pay Commission). <p style="text-align: center;">OR</p> <p>(B) In the event, the candidate is from industry or profession, the following shall be essential:</p> <ol style="list-style-type: none"> 1. Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree or equivalent in Agricultural Marketing / Agribusiness Management/ Economics / Marketing Management from a recognized university. 2. "Ph.D. in the concerned subject from a recognized university or Experience in handling Research consultancy projects in marketing of agricultural produce which is significant and can be recognized at national / International level as equivalent to Ph. D." 3. The candidate should have fifteen years' professional work experience in the field of supply chain management, management of contract farming, farmer producer companies, future market and spot market etc., of which at least eight years should be at a senior level comparable to that of Associate Professor of university." <p>Desirable</p> <ol style="list-style-type: none"> 1. Teaching, research, industrial and / or professional experience in a reputed organization; 2. Published work, such as research papers, patents filed / obtained, books and / or technical reports; and 3. Experience of guiding the project work /dissertation of PG / Research Students or supervising R&D projects in industry.
	Period of probation	2 years
	Mode of recruitment	Direct Recruitment / Deputation
In case of recruitment on deputation	<ol style="list-style-type: none"> a) Persons under Central / State Govts., / Universities / Recognized Research Institutions / PSUs / Statutory, Semi Govt. or Autonomous organizations. b) Holding analogous posts on regular basis. <p style="text-align: center;">OR</p> <p>With 6 years of service in the posts in the pay matrix level 13A or equivalent and possessing qualifications mentioned at sl. No. 6.</p> <ol style="list-style-type: none"> c) The maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date of application. 	

Note: Those who have already applied for the post of Director (Agriculture Marketing) as per the earlier advertisement, can update their experience and qualification, but need not apply again.



2.	Name of the Post	Research Associate (Agricultural Extension)
	Age limit	a) Up to 35 years of age. b) Relaxable for Govt. Servants up to 5 years
	Educational and other qualifications required for direct recruits	Essential: A First or High Second Class Master's Degree in Agricultural Extension. Desirable: Ph.D in Agricultural Extension from a recognized university OR 2 years experience in teaching/ research training in Agricultural Extension.
	Period of probation, if any.	2 Years
	Method of Recruitment	Direct Recruitment
3.	Name of the Post	Research Associate (Knowledge Management)
	Age limit	a) Up to 35 years of age. b) Relaxable for Govt. Servants up to 5 years
	Educational and other qualifications required for direct recruits	Essential: A First or High Second Class Master's Degree in Library & Information Science/ Journalism and Mass Communication. Desirable: Ph.D in the relevant subjects from a recognized university OR At least 2 years experience in all aspects of Library operations in a special library of standing or University Library/ Journalism & Mass communication
	Period of probation, if any.	2 Years
	Method of Recruitment	Direct Recruitment
4.	Name of the Post	Junior Stenographer
	Age limit	Between 18 to 27 years (Relaxable up to 40 years for departmental candidates with 3 years of continuous service)
	Educational and other qualifications required for direct recruits	Essential: 1. A Bachelor degree from a recognized University. 2. Speed of 80 w.p.m in shorthand in English and possession of Certificate from the State Board of Technical Education 3. Speed of 30 w.p.m in English typing.



		Desirable 1. Experience of minimum two years in secretarial work. 2. Knowledge of computer handling.
	Period of probation, if any.	2 Years
	Method of Recruitment	Direct Recruitment
5.	Name of the Post	Assistant Cashier
	Age limit	Between 18 to 27 years (Relaxable up to 40 years for departmental candidates with 3 years of continuous service)
	Educational and other qualifications required for direct recruits	Essential: 1. A Bachelor degree from a recognized University. 2. Speed of 30 w.p.m in English typing. Desirable 1. Three year's experience in Government office/ Undertaking or Autonomous body or reputed firms. 2. Knowledge of Government Rules and regulations and Office Procedure. 3. Knowledge of computer handling.
	Period of probation, if any.	2 Years
	Method of Recruitment	Direct Recruitment

Application Fee:

Candidates shall be required to pay application fee (Non-Refundable) as detailed below in the form of Demand Draft from any nationalized banks in favor of "MANAGE" payable at Hyderabad. SC, ST, PwD and Women candidates are exempted from payment of application fees. Such candidates are required to attach valid certificates issued by competent authority to claim fee exemption; otherwise, their application will be rejected. Women candidates may attach copy of Aadhar Card.

Sl. No.	Positions	Fees
1.	Group – A	Rs.1000/-
2.	Group – B	Rs.500/-
3.	Group – C	Rs.300/-



General Conditions:

1. Those who are in Govt. Service should forward their application through proper channel. However, an advance copy of the application may be submitted on or before the last date. Applications routed through proper channel should reach at MANAGE, Hyderabad within 10 days after the last date.
2. Candidates who are applying for more than one post should pay the prescribed fees separately and are required to fill up separate application for each post.
3. Clear quality Photostat **self-attested copies** of Educational & Technical Qualifications, Experience, Caste Certificate and any relevant certificates must be enclosed with the application.
4. For the posts reserved for ST and OBC, latest proof of community certificate should be enclosed along with the application form in the prescribed format as issued by the Competent Authority.
5. Applications received without complete information or without requisite fees shall be liable to be rejected. Fees once paid shall not be refunded under any circumstances.
6. In case of large number of applications, the Institute may shortlist the candidates as may be necessary.
7. No correspondence will be entertained from the candidates regarding postal delays, short-listing, and reasons for not being called for Written Test, Skill Test or interview.
8. MANAGE will retain data of applications received from non-shortlisted candidates only for a period of six months after completion of recruitment process i.e. the issuance of offer letter to the selected candidate
9. Experience, age and qualification will be reckoned as on the last date of submission of application.
10. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.
11. The recruitment process can be cancelled/terminated/suspended without assigning any reasons. The decision of Director General, MANAGE in all matters will be final and no appeal will be entertained.
12. In case of any ambiguity/ dispute that may occur in the process of selection, the decision of the Institute shall be final.
13. In case of any dispute which may arise out of or in connection with this advertisement/notification, Hyderabad City courts have jurisdiction to decide or adjudicate.
14. Application incomplete in any respect and not accompanied by relevant certificates /documents/ photograph will be summarily rejected.
15. Last date for receipt of application along with demand draft from any Nationalized bank drawn in favour of "**MANAGE**" payable at Hyderabad is **within 30 days from the date of publishing the advertisement in Employment Newspaper** to the Deputy Director (Administration), National Institute of Agricultural Extension Management (MANAGE), Rajendranagar, Hyderabad – 500 030. Hyderabad, Telangana.

**Sd/-
Dy. Director (Admn.)**