

Advt.No.GNSU/RAC/25/11

Date:-06/06/2025

ROLLING ADVERTISEMENT FOR TRAINING & PLACEMENT HEAD & PLACEMENT COORDINATOR POSITION.

"Gopal Narayan Singh University" invites applications for the following positions from experienced candidates having good industry connections and motivation to serve the HEIs ::(Master's Qualification) and meritorious candidates who can share their vision with the University. Interested applicants may send their updated resume to: hrd@gnsu.ac.in/careers@gnsu.ac.in.

The post details are mentioned below:

Sl. No.	Position	Specialty	Experience	Pay Scale and Pay Band
1.	Training & Placement Head	MBA or Equivalent	Minimum 10 years	As per the university norms
2	Placement Coordinator	MBA or Equivalent	Minimum 5 years	As per the university norms

❖ Training & Placement Head

Eligibility Criteria:

- i. Master's degree in any discipline. Candidates having MBA degree shall be preferred.
- ii. More than 10 years of experience in managing students' placements at any Higher Education Institutions. Out of the 10 years, 5 years of experience should be as Training & Placements Officer. Candidates having relevant experience
- iii. Strong industry connections with key industry players, recruiters, and consulting firms.
- iv. Excellent Communication & Interpersonal Skills.

Key Responsibilities:

- i. Developing strong relationships with domestic and international employers, recruitment agencies, and industry partners for students' placements.
- ii. Develop and implement training and placement strategies that align with the institution's vision and industry trends.
- iii. Organize and coordinate industry interface programs such as workshops, seminars, and guest lectures to bridge the academia and industry gap.
- iv. Design and oversee career development programs, including soft skills, technical skills, communication, leadership, and interview preparation.
- v. Conduct pre-placement training sessions to improve students' employability.
- vi. Work with faculty to incorporate industry-relevant content into the curriculum and suggest areas for skill development.
- vii. Manage the entire placement process, registration of students to securing job offers.
- viii. Coordinate with companies to organize recruitment drives, interviews, and internships.
- ix. Facilitate internships and other industry exposure opportunities for students.
- x. Maintain and update records of students' placements, including job profiles, companies, and salary details.
- xi. Any other task as assigned for better academic-industry relationship building.

❖ Placement Coordinator

Eligibility Criteria:

- i. Master's degree in any discipline. Candidates having MBA degree shall be preferred.
- ii. More than 5 years of experience in managing students' placements, at any Higher Education Institutions. Out of the 5 years, 2-3 years of experience should be as an Assistant/Deputy Training & Placements Officer. Candidates having relevant experience with NIRF ranked Technical/ Management Higher Education Institutions shall be preferred.
- iii. Strong industry connections with key industry players, recruiters, and consulting firms.
- iv. Excellent Communication & Interpersonal Skills.