IIMA

विद्याविनियोगाद्विकासः

INDIAN INSTITUTE *of*
MANAGEMENT AHMEDABAD

Requires

ACADEMIC ASSOCIATES
FOR VARIOUS AREAS/CENTRES

Academic Associate positions are a stepping-stone for future Academicians and Researchers. Academic Associates often pursue further studies like PhD and become faculty members at reputed Institutions.

The primary task of an Academic Associate consists of acting as a Teaching Assistant or providing other academic help to faculty members.

Academic Associates are also encouraged to carry out independent research, with informal guidance/collaboration with faculty members or with their peers.

Positions available in the following Areas:

1. Communication
2. Centre for Management in Agriculture
3. Economics
4. Finance and Accounting
5. Human Resource Management
6. Information Systems
7. Marketing
8. Organizational Behaviour
9. Operations and Decision Sciences
10. Strategy

Research related tasks on assisting faculty are often in these respective areas.

Teaching related tasks of Academic Associates may be in any one of the academic programmes below.

IIMA has the following Academic Programmes:

PGP: Post-Graduate Programme in Management
PGP-FABM: Post Graduate Programme in Food and Agri-Business Management
PGPX: Post-Graduate Programme in Management for Executives
BPGP: Blended Post Graduate Programme in Management
PhD: Doctoral Programme in Management
EEP: Executive Education Programme
FDP: Faculty Development Programme
ePGD-ABA: ePost Graduate Diploma in Advanced Business Analytics

Details:

Selected candidates need to work with faculty members as may be assigned by the Area Chair for their teaching (primary activity) and research activities (secondary activity).

Teaching assistance:

- Assist faculty members in 100 to 150 sessions per year.
    a. Attending classes and maintaining academic records and discipline in classes/courses.
    b. To conduct attendance marking and tabulation, class participation marking and tabulation, setting up necessary teaching aids as instructed, tracking progress in class projects, assignments etc.
    c. Correction/grading of answer sheets/quizzes/projects/assignments and conducting remedial sessions, if required.
    d. Assisting in design and delivery in the programmes, such as preparation/revision of course outline, reading list, class handouts, preparing simulations, presentation slides etc.
- To provide tutorial support including remedial classes as required.
- Co-ordination with relevant Academic Offices.
- Compulsorily participate in exam/quiz invigilation and related activities.

Research Activities:
- Assisting faculty in their research, case writing, teaching note/exercise development and paper writing.
- Learn such tools, techniques and software applications as required for conducting high quality research and apply the same as required by faculty member(s).
- Coordinate with R&P Office, Case Unit etc. for matters related to dissemination of research output, registration of cases/teaching notes /exercise etc.

Age: Maximum 35 years

Area Specific Qualifications / Experience: Candidates are also advised to see the required *Area specific qualifications* / experience given in the next page.

Remuneration: Monthly consolidated salary in the range of Rs. 35,000/- to Rs. 53,000/- plus monthly Rs. 8,000/- towards housing support. **Annual Development Allowance** Financial assistance for paper presentation in the conference and professional development allowance will be provided as per the Institute norms. The starting salary will depend on qualification, experience, merit and performance in the interview. TA/DA for official tours will be paid. In exceptional cases candidates with outstanding academic records with less than two years' experience may be appointed at lower remuneration.

Duration: Initially for two years and extendable up to total five years based on annual performance review. We look forward to candidates who are looking for a long career in academics and are willing to be associated with the Institute for at least two to three years.

Area/ Centers-specific Qualification's requirement is given in the following page.

Areas/Centers-Specific Qualification required for the position of Academic Associates

Communication: PhD, M.Phil., or first-class MA in Communication or related disciplines such as English/Linguistics/Communication/ Public Relations/Sociology/Anthropology/Political Science. Those with experience in teaching/ research/ industry will be preferred. **Essential**: Excellent command over spoken and written English. **Desirable**: Work experience in areas related to corporate communication, public relations, media and entertainment, etc. Also, candidates with experience related to research / teaching in communication studies are encouraged to apply.

Centre for Management in Agriculture (CMA): Candidates must have a Master's Degree in Development Studies / Social Sciences such as Economics / Agricultural Economics / Development Economics / Rural Management, Statistics, or any other related field or MBA in agribusiness or rural with relevant experience. Candidates with teaching and/or research experience will be given preference. Candidates should have two years of experience. Good analytical skills, excellent communication and writing skills and knowledge of computer applications are required. Knowledge of econometrics and/or advanced statistical skills will be an advantage. Candidates should demonstrate the ability to work independently. Additionally, candidates are expected to show the willingness to travel and the ability to get connected well with rural India, in case if required.

Economics: First Class Post Graduate Degree in Economics or related Fields. Post-graduates in Economics, Econometrics, Business Economics or B.Tech./ BE/ M.Phil. (Economics). Candidates must have an interest in Economics. Excellent skills in use of Worksheets and preferably databases, and good communication skills would be necessary. **Desirable**: UGC-NET or UGC-JRF. Some experience may be desirable. Candidates with outstanding academic achievement but without formal economics training and experience are also encouraged to apply.

Finance & Accounting (F&A): Candidates with CA/ICWA or MBA /Master's /Postgraduate/ MPhil/ PhD degree in Accounting/ Business/ Commerce/ Economics/ Finance/ Mathematics/ Statistics. Both freshers and experienced candidates are welcome.

Human Resources Management (HRM): Post Graduates/Masters in Management with Specialization in Human Resource Management OR First class Post Graduates / Graduate in related disciplines like Psychology, Sociology. At least two years of relevant experience. Candidates with outstanding academic achievement but without experience can also apply. Knowledge of data analytics would be an added advantage.

Information Systems (IS): First class MCA or M.Tech. or B.Tech. / BE in CSE, IT or ECE or MBA (Systems).

Marketing: First class Master's or two years full-time Post-Graduate Diploma in Management/Marketing/any closely related subjects from institutions recognized by AICTE/AIU with three years' experience either in Industry or Academics. M.Phil. with two years' experience. Ph.D in Marketing/Management/closely related disciplines. MBA/PGDM/M.Phil. applicants with outstanding academic achievements but without experience can also apply.

Organizational Behaviour (OB): Candidates should possess (i) a First Class Master's Degree in Psychology, Sociology or Management with specialization in Organizational Behaviour, HR, Industrial Psychology or any other field relevant to Organizational Behaviour; or (ii) M.Phil. or PhD in any of these disciplines. Relevant work experience and JRF/NET qualifications will carry additional weightage. Candidates with outstanding academic records, with or without work experience, including those completing the final year of their Master's degree, are welcome to apply.

Operations and Decision Sciences (O&DS): First class post graduate degree (2 years) in any discipline with minimum experience of 2 (two) years in the Operations and Decision Sciences Methods Area. First class ME/M.Tech. in Engineering or Computer Science/First class M.Sc. with Mathematics, Statistics or Physical Science/M.Phil./PhD (with or without experience). **Desirable:** UGC-NET / UGC-JRF / GATE. BE/B.Tech. degree holders with outstanding academic achievements may also apply.

Strategy: A First-Class Post-Graduate in Management/Commerce, Graduate or Postgraduate in Law or equivalent qualification with three years' experience either in academics or industry/M.Phil with two years' experience or PhD with or without experience.

General Instructions:

- Candidates' specialization in master's degree should match with that of the Area/Centre he/she applies for.
- Only relevant specialization will be considered.
- Notwithstanding the requirements of experience, outstanding academic achievers without experience will also be considered for these positions.
- Fulfilling the minimum qualification does not entail a call for interview. The properly filled-in applications received in response to this advertisement shall be scrutinized and only shortlisted candidates shall be called for a test/interview. IIMA reserves all rights to reject any application without assigning any reason.

Candidates are advised to **APPLY ONLINE ONLY** latest by **April 1, 2025.**

Click here to Apply