



ACCURATE

Institute of Management & Technology

known for excellence in Management and rated as No.1 in infrastructure, requires highly experienced personnel under the visionary leadership of Dr. J. K. Das, Ex Dean IIM Lucknow (Noida Campus).

Sr. Manager (Training & Placement): The applicant should have rich experience in developing corporate relations, career counseling, personality development programme, training & placement. He/She should be responsible for summer internship and final placement.

Sr. Manager (Programme): The applicant should be MBA or equivalent, with min 8 yrs. of exp. of managing/co-ordinating PGDM/MBA programme.

PA/EA to Director: The applicant should be graduate/diploma in secretarial practice with min 3 yrs. of exp., and well versed with MS Office, Coral Draw & Page Maker, etc with excellent typing speed.

System Administrator: The applicant should be MCA/B.Tech-IT with minimum 8 years of experience, well versed with networking, lab maintenance, software packaging, web page designing, etc.

Dy. Librarian: The applicant should be M.Lib with min. 8 yrs of exp. in a central library of reputed educational institute(s).

Also required • **PRO** • **Counsellor** • **Receptionist**

Salary and Perks: Will be no constraint and will match the best.

Expression of interest along with detailed profile should be e-mailed immediately to the Manager-HR:

Plot No. 49, Knowledge Park-III, Greater Noida, U.P.
09212558012/11 Fax: 0120-2320355 E-mail: resume@accurate.in