



Designation: Manager – Career Services

Locations:

- **Delhi/NCR for North Region**
- **Mumbai for West Region**
- **Bangalore for South Region**

Job Description

Roles and Responsibilities:

- Primary deliverable would be new client acquisition for Career Services for IMI New Delhi and IMI Kolkata for the assigned region
- Analyze job trends and provide appropriate opportunities to the students in terms of upcoming sectors and functions
- Contact business and industry to develop reciprocally beneficial partnerships for Final Placements, Summer Internships, and live projects opportunities
- Responsible for industry engagement and interactions in the form of Industry Leadership Series, Webinars, Panel discussions, Meetups at locations and campuses
- An individual contributor role focusing on hunting new accounts. Outreach support would be given from the campuses

Key Skills:

- Excellent quantitative, analytical communication and problem-solving skills.
- Strong interpersonal skills as well as excellent written and verbal skills.
- Apply a data-driven approach to derive insights on strategy and performance

Required Education and Experience:

- Master's degree preferably in Business Management/Administration
- 6 to 8 years of experience in Placements / Corporate Relations / B2B Sales
- Minimum 3 years' experience in Higher Education/ Ed-tech is required

Key Metrics:

- Contribution to 100% Final Placements and Summer Internships for both campuses
 - Number of new companies/ Number of students placed
- Increase in Average CTC YOY
- Increase in Stipend YOY
- Increase in number of PPO's YOY
- New roles/ sectors to be introduced in both campuses

Reporting:

- Head - Executive Education, Career Services and Alumni Relations

Apply with detailed CV and location preference to headcareeralumni@imi.edu