

Requirement of Staff on Secretarial Positions

Applications are invited from young, energetic, and qualified candidates desirous of serving as a secretarial support staff at IMI Delhi.

Eligibility:

- Master's degree preferably in Management domain.
- Two to four years of experience of service in similar profile in reputed Higher Education Institutions.
- Excellent communication skills – both in verbal and non-verbal forms and proficiency in computer applications are mandatory.

Interested candidates may mail/send their CV online/offline on the following address/email id

Registrar & CAO
International Management Institute
B-10 Qutab Institutional Area
Tara Crescent
New Delhi 110 016

Email id – registraroffice@imi.edu

Last Date for Receipt of Application: 10th November, 2021