

APPOINTMENT



GHARDA FOUNDATION'S
GHARDA INSTITUTE OF TECHNOLOGY



At post. Lavel, Tal. Khed, Dist. Ratnagiri, Pin.415708

Tel: 02356 -665501 NAAC 'A' Accredited

Website: www.git-india.edu.in

Applications are invited for the following posts to be filled on contractual basis:

1.	Administrative Officer	Graduate or a Post Graduate with a minimum 10 years administrative experience in a Higher Education Institute/Armed Forces. Candidate should be able to handle administrative activities, legal matters dealing with Government and Local Bodies and statutory compliances.
2.	Store & Purchase Officer	Graduate/Diploma in Materials / Inventory Management or equivalent field. 2+ years of experience in Store Management and should be computer savvy.
3.	Faculty in "Management, Economics, Humanities" Department with additional charge of Academic DBMS	M.B.A. (Information Technology/ Production Management/Finance etc) with first class will be essential. Graduation in Computer Application/ Information Technology such as B.E or M.C.A. or B.C.A. will be desirable. Experience of 2 to 3 years in academic administration in Higher Education Institute or DBMS area in industry will be essential.
4.	Assistant Professor in Chemical Engineering	M.E./M. Tech and B.E./B. Tech in Chemical Engineering with first class in either any one. Experienced candidate with Teaching/ Industrial/ Research experience will be preferred.

Interested candidates should send their applications on email to principal@git-india.edu.in within 15 days from the publication of this advertisement. Detailed info available on institute website.

Principal

Faculty in "Management, Economics, Humanities" Department with additional charge of Academic DBMS.

Job Role :

1. To be able to effectively undertake Teaching/Learning Process for the courses in Management, Engineering Economics and Humanities in an Engineering college.
2. To be able to use modern teaching pedagogy for effective learning
3. Effective Executive support to Principal of the college for Academic administration in terms of academic Data management including but not limited to Weekly/Monthly/Semester wise/ Annual reports and MIS
4. Executive support to IQAC for quality parameters measurement, analysis and reports.
5. Executive support for NBA, NAAC, AICTE, DTE, University submissions and related work.