



Institute of Entrepreneurship Development

(Regional Center, Himachal Pradesh)

181/8, Kaushal Bhawan, Paonta-Bangran Road, Paonta Sahib, Sirmour,
Himachal Pradesh-173025

www.ieduphp.in Email:- admin@ieduphp.in

Recruitment Notice

The Institute of Entrepreneurship Development (IEDRC) Regional Center, Himachal Pradesh, invites applications for talented, innovative, and dynamic candidates who are keen to demonstrate their proven academic, credential, and professional achievements for the various positions at the regional center on a contractual basis. The candidates fulfilling the requirements may apply within 21 days of publishing this advertisement. The relevant details are available at **www.ieduphp.in**.

Recruitment Notice

The Institute of Entrepreneurship Development (IEDRC Regional Center, Himachal Pradesh, invites applications for talented, innovative, and dynamic candidates who are keen to demonstrate their proven academic, credential, and professional achievements for the various positions at the regional center on contractual basis. The Details of the post and term conditions etc. are given below:

S.N.	Name of Position	No. of Post	Pay (Consolidated)	Eligibility Criteria	Roles & Reasonability/Job Profile
1.	Programme Coordinator	04	20500/- to 24500/- The Salary may be negotiable as per experience and last drawn salary.	Master Degree in Social Science/Humanity/ MSW/MBA in Management from recognized University/ Institute. 3-5 years of work experience in Entrepreneurship, Skill Development Sector. Specially working in Government Sector Experience in teaching and research in the area of entrepreneurship development. Experience in formulation of proposal, project execution, monitoring and evaluation and content development Experience in program management of projects in entrepreneurship development Experience in drafting internal and external communication with respect to social initiatives with various Department/Ministries/Corporations.	Designing and conducting training programmes in the field of entrepreneurship, skill development and self-employment. Marketing and promoting the activities of the Institute so as to increase participation there in Assisting the Institute in conceptualization of newer formats of training programs in consonance with market demands Correspondence with the Ministry/ Organization, preparation of training proposals, To visit/ undertake tours to outside locations in consonance with the requirements of the work on regular basis.
2.	District Coordinator	06	17500/- to 20500/- The Salary may be negotiable as per experience and last drawn salary.	Graduate from recognized University/ Institute. 2-3 years of post-qualification work experience in Entrepreneurship, Skill Development, Sector.	Coordination and monitoring of the training programmes To visit/ undertake tours to outside locations in consonance with the requirements of the work on regular basis.
3.	Data Entry Operator	08	10500/- to 12500/- The Salary may be negotiable as per experience and last drawn salary.	Graduate from a recognized University/ Institute. Good knowledge of Excel, Word, Power Point & 1 year Working Experience	Well-versed in data entry Knowledge of Ms word, Power Point and excel & MIS Portals

Application Fees / Payment Procedure

- 1) Candidate must have a valid Phone no & E-mail ID.
- 2) Candidate must Pay fee (**Rs. 500/-**) before interview if shortlist for interview.
- 3) Fee once paid will not be refunded.

How to Apply

1. Only online application form will be received.
2. Go to IED Regional Center official website ([https://:www.ieduphp.in](https://www.ieduphp.in))
3. Click on Recruitments tab.
4. Under the Recruitments tab go through the Link Advertisement, Application form filling steps before filling the form.
5. Click apply online Link and follow the steps.
6. Upload concerned documents
 - a. Upload Qualification & work Experience Certificate in Single PDF size below 10 MB
 - b. Upload Recent Passport size photo(jpeg/jpg) size below 1Mb
7. Submit the form

Result/interview

8. Eligible candidates will be called for interview.