



## L-INCUBATOR

### INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

NOIDA Campus @B1, Institutional Area, Sector 62,

NOIDA- 201307



## **VACANCY NOTIFICATION** (CALL FOR APPLICATIONS)

### **Subject – Recruitment to the temporary position of Corporate Communication and Media Relation (CCMR) Manager on contract for L- Incubator:**

L-incubator is sponsored & hosted Organization by IIM Lucknow (internationally reputed business school in India), sponsored by NSTEED, DST - GOI, UP Government and alliances with corporate and technology institutions.

L- Incubator invites applications from the interested and eligible candidates for the selection of one position of Manager on contract initially for a period of 11 months, which may be considered further for extension as per the need and policy of the L- Incubator.

The details are as follows-

### **Post- Corporate Communication and Media Relation (CCMR) Manager**

**Compensation:** In the scale of total remuneration between Rs. 35000-50000 (all-inclusive) with break up available with incubator & provision of equity in the incubated startups as per L- Incubator's policy. Additionally medical insurance is being considered for the working executive as per policy of the Incubator.

#### ***Qualifications:***

- Bachelor/ Master degree in Mass Communication/ Mass Media/ MBA in Marketing/ Master in Social Science, with minimum 3 years of experience in Public relations/ Corporate communications/ Media & event management.
- Fluent in spoken and written English.
- Has exposure to Incubator / Content Writing on entrepreneurship.
- Age: below 35 years as on the closing date for receipt of application

#### ***Job Profile:***

- Handling all Media Relations of L- Incubator (Press/ TV/ Digital Media).
- Website content development and management.
- All incubator related Marketing/ Communication and/ or collateral development.
- Developing Newsletter/ Press Release, as required.
- Managing all Social Media of L- Incubator.
- Community mobilization.
- Capability to design art work/ advertisements.
- Office management and Administrative support.

## **General Conditions:**

1. The candidates may forward their resume and other relevant documents (scanned copies) to e-mail [incubator\\_hr@iiml.ac.in](mailto:incubator_hr@iiml.ac.in) latest by May 10, 2018 (5.30pm).
2. All the received applications for the said post will be shortlisted and only the shortlisted candidates will be invited through e-mail to appear in the interview on the scheduled date and time.
3. The candidates have to produce their bio-data along with a set of photocopies in support of their educational qualifications, experience etc. at the time of interview. They should also bring all testimonial in original for verification purpose.
4. No TA/DA or any other incidental expenses will be reimbursed for attending the interview.
5. Initial appointment will be for 11 months on contract renewable further subject to satisfactory performance of the incumbent and need of the L-Incubator.
6. The compensation will be decided depending on qualification, experience, last drawn salary and relevant factors.
7. Candidates are advised to visit the website of IIM Lucknow ([www.iiml.ac.in](http://www.iiml.ac.in))/ ([www.iimlincubator.com](http://www.iimlincubator.com)) regularly for updation, amendments and corrigenda (if any). It will be placed on Institute website only.
8. L-Incubators reserves the right not to fill the above position, if it desires so.
9. Canvassing in any form will be a disqualification.

**Managing Director, L- Incubator**  
**Indian Institute of Management- Noida Campus**  
**B-1, Institutional Area, Sector-62, Noida**