



National Institute of Food Technology Entrepreneurship and Management

Deemed to be University (De-novo Category) under Section 3 of the UGC Act, 1956 and An Autonomous Institution under Ministry of Food Processing Industries, Govt. of India Plot No. 97, Sector 56, HSIIDC Industrial Estate, Kundli, District- Sonapat, Haryana -131028

Ref.No.NIFTEM/N/FS/2020/69

Online-Interview

The following posts are on purely **contractual** basis for the projects entitled “**Development of low cost nutritious protein rich traditional food products and blended edible linseed oil from underutilized linseed crop**” sanctioned by **DST, GOI**

Project: DST/SEED/TSP/STI/2020/206

1) Junior Research Fellow	
<i>Eligibility criteria</i>	Essential Qualification & Experience: MTech/MSc in Food Science and Technology/Food Technology/Food and Nutrition a recognized having research experience
<i>Desirable</i>	Research experience Good communication Skill
<i>Age</i>	Maximum 30 years (relaxation of 5 years for women and for SC/ST/OBC As per Government of India rules).
<i>No. of positions</i>	01
<i>Stipend</i>	Rs. 31000/- + 8% HRA per month
<i>Duration</i>	24 months
<i>Posting at</i>	NIFTEM-Kundli
<i>Job Role</i>	<ul style="list-style-type: none">• Planning and conduction of experimentations as per objectives of the projects• Compile, verify accuracy and sort information according to priorities to prepare source data for computer entry• Review data for deficiencies or errors, correct any incompatibilities if possible and check output• Research and obtain further information for incomplete documents• Apply data program techniques and procedures• Generate reports, store completed work in designated locations and perform backup operations• Keep information confidential• Respond to queries for information and access relevant files• Comply with data integrity and security policies• Ensure proper use of office equipment and address any malfunctions

2) Field Assistant/Worker

<i>Eligibility criteria</i>	Essential Qualification & Experience: Bachelors/ Masters degree in Home Science/ Sociology/Science/ Humanities/any other allied subject from an accredited institution. A relevant experience in the field/ Community Nutrition/ Community Work will be given preference with knowledge of computer operations like MSWord, Excel, Power point with working knowledge of computer and should possess an aptitude for drafting/noting in English/ Hindi (5% relaxation of marks for SC/ST/OBC As per Govt. of India rules)
<i>Desirable</i>	Good communication Skills. Well acquainted with local language of Palampur, Himachal Pradesh (study area of the Project) and Hindi Language
<i>Age</i>	Maximum 35 years (relaxation of 5 years for women and for SC/ST/OBC As per Government of India rules).
<i>No. of positions</i>	01
<i>Stipend</i>	Rs. 15000/- per month consolidated
<i>Duration</i>	24 months
<i>Posting at</i>	Palampur, Himachal Pradesh (Study Area) or NIFTEM kundli
<i>Job Role</i>	<ul style="list-style-type: none"> • Get trained in Protocol of Survey, as well as SOPs and training manuals. • Conduct survey • Rapid data collection using software/ manually through questionnaires • Decide on eligibility of individuals and inform them on timings for attending survey sites with procedures to be done. • Coordinate with local staff • Follow-up self help groups if not presented on scheduled time. • Follow-up those eligible self help groups who could not give their inputs on time. • Assist in maintaining financial expenditure for each cluster. • Any other job as assigned • Communication with self help group involved in the study • Visit to study area and updating of progress related to linseed cultivation, raw material procurement and supporting self help groups • Handling incoming calls and other communications. • Managing filing system. • Recording information as needed, greeting clients and visitors as needed. • Organizing travel by booking accommodations and reservations needs as required. • Maintaining supply inventory, office equipment as needed

The soft copy of the application in the given format (Annexure I) should be submitted at rajnichopradstproject.niftem@gmail.com on or before 10.10.2022 by 6.00 PM.