



राष्ट्रीय खाद्य प्रौद्योगिकी उद्यमशीलता एवं प्रबंधन संस्थान, कुंडली, सोनीपत  
**National Institute of Food Technology Entrepreneurship and Management,  
Kundli, Sonapat**  
(खाद्य प्रसंस्करण उद्योग मंत्रालय, भारत सरकार के अंतर्गत राष्ट्रीय महत्व का संस्थान)  
(An Institute of National Importance under the Ministry of Food Processing Industries, Govt. of India)

**Date: 03.01.2025**

**Applications are invited for the position of**

**Senior Research Fellow (SRF) / Knowledge Management Officer**

<b>Project ID:</b>	<b>N/E/CEFF/2023/0004</b>
<b>Project Title</b>	<b>Fortification Innovation Hub</b>
<b>Designation</b>	Senior Research Fellow (SRF) / Knowledge Management Officer
<b>Number of Positions</b>	01
<b>Duration and Emoluments per Month</b>	6 Months   Rs. 42000+ 8% HRA
<b>Essential Qualifications</b>	Master's degree in Food Technology/ Food Science/ Food Science & Nutrition/ Food Technology and Management/ Processing, Public Health, Mass Communication, Extension Education, Rural Development and Information Science
<b>Experience</b>	<ul style="list-style-type: none"><li>- Preferably 2-3 years of experience working in/ handling a similar kind of project or consultancy.</li><li>- Candidate with good content writing experience, presentation, and MS Office skills will be preferred.</li><li>- Good communication skills, preferably in Hindi and English</li><li>- Candidate with any kind of added skills like animation, SBCC, IEC material-making experience will be preferred.</li><li>- Excellent understanding of KM tools /systems, SharePoint, and content management tools.</li></ul>
<b>Role and Responsibility</b>	<ul style="list-style-type: none"><li>- Work closely with the collaborating partners to assess the knowledge gaps and create appropriate material or content.</li><li>- Streamline knowledge base by identifying key knowledge resources with different stakeholders</li><li>- Develop effective communication material and packages with the collaboration of external and internal stakeholders of collaborating partners</li><li>- Track and follow regular content update cycle and coordinate with the different hubs to ensure that the most relevant content is available for the project</li><li>- Support data capture and update for the collaborating partners in monthly and quarterly meetings</li><li>- Strong interpersonal, stakeholder management, communication, motivational &amp; influencing skills</li></ul>
<b>Age Limit</b>	Maximum 40 years (relaxation of 5 years for women/SC/ST/OBC/differently abled as per the govt. of India Rules).

**General Information:**

1. Only short-listed candidates will be called for an interview.
2. No TA/DA will be provided to candidates for attending the interview.
3. The date and time of the interview will be communicated to the candidates via email only.
4. Candidates should appear for the interview with their original certificates and other relevant documents.

**How to Apply:**

Interested candidates should fill the application form on or before 13<sup>th</sup> **January 2025** using the link (<http://career.droniftem.com/>) with enclosed scanned self-attested supporting documents. For any query please write an **e-mail** to [croprojectniftem@gmail.com](mailto:croprojectniftem@gmail.com)