



NATIONAL INSTITUTE OF AGRICULTURAL EXTENSION MANAGEMENT (MANAGE)
(An Autonomous Organization of the Ministry of Agriculture & Farmers Welfare, Govt. of India)
Rajendranagar, Hyderabad – 500 030, Telangana
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www.manage.gov.in

EMPLOYMENT NOTICE

No. MNG-01/Admn-339/2019

May 14, 2022

1. The National Institute of Agricultural Extension Management (MANAGE) is an autonomous organization under the Department of Agriculture and Farmers Welfare (DA&FW), Ministry of Agriculture and Farmers Welfare, Govt. of India.
2. MANAGE invites applications in prescribed format for filling up the following Group – A positions:

Sl. No.	Name of the post	No. of Posts	Pay scale	Mode of Recruitment	Category
1	Assistant Director	01	Group-A Pay Matrix Level-10 (Rs.57,700 – 1,82,400)	Direct Recruitment	UR-1
2	Assistant Director	01	Group-A Pay Matrix Level-10 (Rs.57,700 – 1,82,400)	Direct Recruitment	OBC-1

Qualifications:

1. Assistant Director	<p><u>Essential:</u></p> <ol style="list-style-type: none">1. A First Class or High Second Class Master's degree from any recognized University in Management/ABM/ MBA/ Economics/ Agricultural Economics.2. A minimum of three years' experience in training / teaching / research preferably in Central/State level institutes. <p><u>Desirable</u></p> <ol style="list-style-type: none">1. Ph.D. or its equivalent from any recognized university in above disciplines.2. Extensive experience in teaching/training in agriculture related institutions
2. Assistant Director	<p><u>Essential:</u></p> <ol style="list-style-type: none">1. A First Class or High Second Class Master's degree from any recognized University in Zoology/ Agricultural Zoology.2. A minimum of three years' experience in training / teaching / research preferably in Central/State level institutes. <p><u>Desirable</u></p> <ol style="list-style-type: none">1. Ph.D. or its equivalent from any recognized university in Zoology.2. Extensive experience in teaching/training in agriculture related institutions

Age Limit:

Assistant Director	a) Not exceeding 35 years. b) Relaxable for Govt. Servants up to 5 years c) There is no age restriction for regular MANAGE employees. d) Age relaxation is admissible as per rules for the posts reserved for OBC.
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Application Fee:

Candidates shall be required to pay application fee (Non-Refundable) of Rs.1,000/- (Rupees one thousand only) in the form of Demand Draft from any nationalized banks in favor of "MANAGE" payable at Hyderabad. Otherwise, their application will be rejected.

General Conditions:

1. Those who are in Govt. Service should forward their application through proper channel. However, an advance copy of the application may be submitted on or before the last date. Applications routed through proper channel should reach at MANAGE, Hyderabad within 10 days after the last date.
2. Age relaxation will be given for OBC candidates in accordance with orders issued by the Central Government from time to time.
3. Candidates who are applying for more than one post should pay the prescribed fees separately and are required to fill up separate application for each post.
4. Clear quality Photostat **self-attested copies** of Educational & Technical Qualifications, Experience, Caste Certificate and any relevant certificates must be enclosed with the application.
5. OBC candidates should submit self-attested copy of **OBC-NCL latest Caste Certificate issued from the concerned competent authorities as per the proforma of Govt. of India.**
6. Applications received without complete information or without requisite fees shall be liable to be rejected. Fees once paid shall not be refunded under any circumstances.
7. In case of large number of applications, the Institute may shortlist the candidates as may be necessary.
8. No correspondence will be entertained from the candidates regarding postal delays, short-listing, and reasons for not being called for Written Test, Skill Test or interview.
9. MANAGE will retain data of applications received from non-shortlisted candidates only for a period of six months after completion of recruitment process i.e. the issuance of offer letter to the selected candidate
10. Experience, age and qualification will be reckoned as on the last date of submission of application.
11. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.
12. The recruitment process can be cancelled/terminated/suspended without assigning any reasons. The decision of Director General, MANAGE in all matters will be final and no appeal will be entertained.
13. In case of any ambiguity/ dispute that may occur in the process of selection, the decision of the Institute shall be final.
14. In case of any dispute which may arise out of or in connection with this advertisement/notification, Hyderabad City courts have jurisdiction to decide or adjudicate.
15. Application incomplete in any respect and not accompanied by relevant certificates

/documents/Demand Draft/ photograph will be summarily rejected.

16. Director General can relax any of the above conditions in case of exceptional or meritorious candidates.
17. Last date for receipt of application along with demand draft from any Nationalized bank drawn in favour of "MANAGE" payable at Hyderabad is within 30 days from the date of publishing the advertisement in Employment Newspaper to the Deputy Director (Administration), National Institute of Agricultural Extension Management (MANAGE), Rajendranagar, Hyderabad – 500030. Hyderabad, Telangana.

Sd/-
Dy. Director (Admn.)