



FORE School of Management

Adhitam Kendra, B-18, Qutub Institutional Area, New Delhi – 110016

Recruitment Notice for Non-Academic Positions

FORE School of Management invites applications for the following Non-Academic positions on Regular/Contract basis.

- 1. Executive (MDP/Executive Education) – One Post**
- 2. Senior Manager/Manager (MDP/Executive Education) – One Post**

(Functional Areas: Business Development and Execution of MDPs / Executive Education Training, Online Trainings, Consultancy)

For S.No. 1, the candidate must be a Graduate/Post-Graduate having prior experience of minimum 2 years in Training / MDPs. Prior work experience in tele counselling will be preferred. Candidate must have strong interpersonal & communication skills, well versed with MS Office (Word / Excel) and the ability to work in a Digital environment.

For S.No. 2, the candidate must be a Graduate/Post Graduate having prior experience of minimum 7 years in Training / MDPs in a Management Institute / Training aggregator of repute. Along with selling and configuring regular training programs, the candidate should have experience in online trainings, channel sales partners, digital marketing and social media marketing. Candidate must have strong interpersonal & communication skills, well versed with MS Office (Word / Excel) and the ability to work in a Digital environment. The candidate must have strong industry connect and good client acquisition skills. Experience in selling consultancy services will be an advantage.

Compensation will match the industry standards for similar experience, skills and profile.

Interested candidates are advised to send their C.V. by mentioning (both in the C.V. and Email) the post applied for as subject line latest by September 03, 2022 to vacancy@fsm.ac.in . Candidates are also advised to attach their recent passport size photograph with the C.V.

The candidates interviewed earlier may please do not apply again. The Institute solely reserves the right not to fill any advertised position without assigning any reason.