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| ManavRachna Educational Institutions*NAAC ACCREDITED `A++' GRADE UNIVERSITY* **Academic Session 2023-24** |
| **Internship Notification Form** |
|  **OVERVIEW** |
| Name of the Department/ Campus Unit | SLM PG, MRIIRS  |
| Website / Other source of Information | www. |
| Profile Type (Teaching/ Non Teaching) | Teaching  |
| Brief write-up on the Department (50 to 75 words) | Established in 2009, the School of Leadership and Management (SLM) operates under the umbrella of Manav Rachna International Institute of Research and Studies (MRIIRS), formerly known as MRIU, an esteemed ‘A++’ Grade NAAC Accredited Deemed-to-be-University under the UGC Act (1956). Recognized and accredited by prestigious institutions, SLM is committed to delivering a high-quality education that combines industry exposure with academic rigor. We attribute the success of our students to their hard work and a strong mentoring system that we have established, where each student receives inputs from facultyindustry- peers, and alumni. Our core objectives include fostering self-enhancement and ethical values. We aim to maximize potential and leadership skills, promote corporate social responsibility through active participation in larger systems, empower individuals through participatory power, and ensure transparent and effective governance. |
| **JOB PROFILE** |
|  Designation | Teaching Assistant  |
| Job Description | The teaching assistant would be required to assist few subject teachers in various academic activities such as * EMS track for attendance
* Evaluation and marks upload track
* Case files for classroom teaching
* Class participation marks
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| Skills Required | The candidate should be academically inclined with* Decent academic record –First class > 60% grade
* Advanced proficiency in MS EXCEL
* Good writing skills
* Committed
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| Place of Posting | SLM PG T BLOCK FIRST FLOOR  |
| Duration of Internship (Start and End Date) |  |
| **SALARY DETAILS** |
| Minimum No. Of Hours (As required by the department) | **40 hrs/month, MAX**  |
| Training Period  | **5 hrs** |
| Stipend paid during training | **YES**  |
| Bond or Service Contact (If yes, give details) | **Yes (in form of joining letter)** |
| **ELIGIBILITY** |
| Eligible Courses/Branches  | **PG** |

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MRIMPACT

Dr Soma Arora