



Sri Karan Narendra Agriculture University

S.K.N. Agri-Business Incubator (S-ABI)

Jobner, Jaipur- 303 329

No. F. () / 633 / RKVY / SABS / 2024-25 / 86. E-Mail - pi.sabi@sknau.ac.in

Dated :- 25/11/2024.

WALK- IN- INTERVIEW

A walk-in-interview will be held in the office of Principal Investigator, SKN Agri - Business Incubator, SKN College of Agriculture Campus, Jobner, Jaipur on 18.12.2024 at 10.30 A.M. to engage one Business Executive on fixed emoluments basis under RKVY- Agri - Business Incubator (R-ABI), Jobner. The engagement shall be purely on contract basis and is co-terminus with the project. However, it can be terminated without prior notice at any time.

The eligibility criteria and other terms & Conditions are as under:

S. No	Name of Project	Designation	Emoluments per month (Rs)	Job Qualification	Age Limit (as on 18.12. 2024)
1.	SKN Agri Business Incubator(S-ABI), Jobner	Business Executive	50,000/-	Master degree with IP experience' MBA/ MCA/ B.Tech/ M.Sc./ M.A or Equivalent Master degree from recognized university. Good verbal and written communication skills. Strong literacy in computer, MS Office and Internet.	25-45 Years (Relaxation as per GOI rules)

Terms of Reference- Business Executive

Roles and Responsibilities

A Business Executive will coordinate with the team in planning calendar of events and its execution in time bound manner. He/ She will keep record and track of the agripreneurs during and after incubation. Candidates are expected to plan social media marketing, web and app development.

Working Arrangement

The selected candidate will attend S-ABI office in each office day. There shall be no TA/DA admissible unless otherwise approved by Project PI.

- **Place of Walk-in-Interview:** SKN Agri-Business Incubator, SKN College of Agriculture Campus, Jobner.
- **Date & Time of Walk-in-Interview:** The interview for posts of Business Executive will be held on 18.12.2024 at 10.30 AM. Reporting time for the applicant is at 10.00 AM.
- **Selection Process:** Candidates will be selected through scrutiny followed by personal Interview. However, if the number of candidates are found more, a written test of screening nature containing 50 Multiple choice questions will be held for short listing the candidates before conducting the interview on same day. Therefore, the candidates are advised to come prepared for the test.

(Handwritten signature)

Terms & Conditions:

1. The appointment will be purely on contractual basis. However, in the case the work and conduct are not found satisfactory, his/her services can be terminated after giving 30 days' notice or immediately. If he/she wants to leave, he/she can do after giving 30 days' notice to the University.
2. The services of the employee will also be liable to terminate at any point of time without assigning any reason because of non-release of grant from funding agency.
3. He /she will not be regular employee of the University and would not be entitled to any CPF/GPF or any other benefit admissible to regular employee.
4. He /she will be required to produce a medical certificate of fitness from a Government Medical Officer.
5. He/she would report for duty within 15 days from the date of issue of the orders failing which his /her offer of appointment may be treated as withdrawn.
6. His/her place of work will be S-ABI, Jobner.
7. The selected candidate will be required to execute an agreement on a non-judicial stamped paper of Rs. 100/- for engagement as contractual services before he/she is allowed to join the post.
8. A consolidated amount as mentioned against each post will be paid to the selected candidates for the respective posts.
9. Candidates who are already employed in Govt. Organization should produce "No Objection Certificate" from the present employer
10. For SC/ST/OBC candidate age limit is as per the Govt. of India norms. Such candidates claiming relaxation in age should produce the caste/relevant certificate from the Competent Authority.
11. Position is purely temporary basis and co-terminus with the scheme. The selected candidate would have no legal right to claim for regularization, appointment by absorption or otherwise against any regular post or any further contractual engagement.
12. No T.A./D.A. will be paid for appearing in the interview.
13. Interested candidates appearing for the Interview must bring typed application in the prescribed format, addressed to the PI, S-ABI, SKN Agriculture University, Jobner and detailed bio-data affixed with recent passport size photograph of the candidate and self-attested photocopies of certificates in support of age, qualifications, experience, testimonials and other credentials.
14. Candidates must also bring all the original experience/testimonials in support of age, qualifications, experiences etc.
15. Canvassing in any form will liable to disqualify the candidature. The decision of the University will be final & binding in all respect.
16. Candidates will have to report at the Venue at 10.00 A.M. on 18.12.2024 with all documents in original for verification etc.
17. Right of engaging/cancelling the recruitment process mentioned in the advertisement is reserved with the undersigned.


PI, S-ABI

SKNAU, Jobner

Agri- Business Incubator FORMAT FOR BIO-DATA

1	Name & address for communication with telephone number and Email Id						
2	Age & Date of birth						
3	Male or Female						
4	State whether GEN / OBC / SC / ST						
5	Qualifications (Attested copy of certificates to be attached)	Name of Degree	Name of Institution	Year of Passing	Marks or OGPA/CGPA	Percentage	
	a. Secondary						
	b. Sr. Secondary						
	c. Graduation						
	d. Post-Graduation						
	e. Ph.D.						
	f. Other related education qualification						
6	Experience in years / (Certificates to be attached)	Sr. No.	Positions	Name of Institution	Period		Total Duration
					From	To	
7	Training attended in regular mode of at least 3 months duration. (Proof to be attached)	Sr. No.	Title of Training	Name of Institution	Period		Total Duration
					From	To	Full time/Part time
8	Awards/ Rank if any (Certificates to be attached)						
	a. Gold medal awarded during the degree programme.	Graduation Degree		Post Graduate Degree		Ph.D.	
	b. Any other Gold Medal awarded by Govt. Agency related to academic performance						
	c. Any other recognition by professional bodies/ organization/Govt. agencies						
9	Any other qualifications relevant to the posts (Copy of proof to be attached)						
10	Publications if any (Reprints to be attached)						

DECLARATION

I hereby declare that the details furnished above are true and correct.

Place :

Date :

Signature