



GOVERNMENT OF TELANGANA
Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA
Road No. 25, Jubilee Hills, Hyderabad – 500 033.

Dr. MCRHRDIT, a premier Institution for training of government officers wishes to engage the services of bright young professionals as Training & Research Associates (TRAs) for carrying out training and research activities. Candidates who have an interest in and aptitude for training/research are eligible. The position is contractual with an initial contract period of one year which may be extended further on a yearly basis up to two years based on performance of the Training & Research Associate. Training & Research Associates will be paid a consolidated sum of Rs.31,000/- per month.

SI. No.	Subject	No. of Vacancies	Educational Qualification (Essential)
1	Management	2	Master's Degree in Management
2	International Relations	1	Master's Degree in International Relations or Political Science
3	Information Technology	1	Master's Degree in Computer Science

Preference will be given to those candidates who have registered for a PhD or pursuing a higher qualification such as MPhil in the relevant discipline and also to those who may have experience of working in a similar capacity in the past

Interested candidates are required to submit their application in the prescribed proforma along with relevant documents (i.e 10th pass certificate, essential qualifications certificate and experience certificate, if any) by post to the Administrative Officer Dr. MCR HRD IT, Hyderabad at the above address or by email at padmavathiao@mcrhrdi.gov.in within 21 days of the publication of advertisement in newspapers.

Sd/-
(Administrative Officer)

Qualifications and Terms of Appointment for the post of Training & Research Associate (TRA):

1. Post-Graduation Degree in the relevant discipline with at least 55% marks and having an aptitude for academics, research & training
2. Preference will be given to those candidates who have registered for a PhD or pursuing a higher qualification such as MPhil in the relevant discipline and also to those who may have experience of working in a similar capacity in the past
3. Candidates should be proficient in the use of computers and IT Tools.
4. Candidates should be below 35 years of age
5. Training & Research Associates (TRA) will be appointed on a Contract for a term of one year, which may be extended further on a yearly basis up to two years based on the performance of the Training & Research Associate
6. In case of any Training & Research Associate, the work is not satisfactory, the contract can be terminated at any time after giving a notice of 1 month or at the discretion of the Institute, by giving one month remuneration in lieu of the notice. A Training & Research Associate may also terminate the contract after giving one month notice or payment of one month remuneration in lieu thereof.
7. Training & Research Associates will be paid a consolidated remuneration of Rs.31,000/- per month.
8. If Training & Research Associate travels on official duty, she/he will be reimbursed travel expenses at the rates applicable to Junior Faculty in the Institute.

Sd/-
(Administrative Officer)

APPLICATION PROFORMA

For the position of Training & Research Associate_____

Passport size self-attested Photo here (Not more than 3 months old)

1. Name in Block Letters:
2. Father's name in Block letters:
3. Gender: (Male/Female/Transgender)
4. Address in Block letters:
5. Phone No. & e-mail address:
6. Date of Birth (in Christian era):
7. Personal ID No./ Aadhaar number:
8. PAN number:
9. Educational Qualifications (12th Class and above):

Sl. No.	Name of Board/University	Year of Passing	Degree & Subjects	Overall % Marks	Distinction if any
1					
2					
3					
4					

10. Are you currently registered as a student? If yes, give details. If no, please specify your current occupation.

11. In case you have qualified UGC NET, give details of subjects?

12. Professional experience if any along with details of supervisors:

13. Why do you wish to join the Institute as a Training & Research Associate (Please attach a separate sheet, not exceeding 250 words)

14. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

15. Please give details of

- (i) Research Publications and Reports and Special Projects,
- (ii) Awards/Scholarship/Official Appreciation,
- (iii) Affiliation with the professional bodies/institutions/societies and
- (iv) Any other information that you think will strengthen your application.

16. Name and contact details of two References (Ex/current teachers/supervisors)

Signature of the Candidate with date

Address: _____

Mobile / Telephone No. _____