

JUNIOR PROJECT FELLOW (POSITION 3)

Number of Positions:	01(One)
Name of Position:	Junior Project Fellow (Position 3)
Type of Position:	Fellow
Remuneration:	INR 20,000/- per month
Job location:	Gandhinagar, Gujarat (May have to travel across India when the need arises)
Reporting to:	Head – RE4 Advisory Group, GERMI
Engagement period:	12 months
Minimum Qualification:	B.Sc.
Minimum Experience Required:	Nil
Additional Desired Qualification:	Certification in related field
Skills Required:	<ul style="list-style-type: none"> • Excellent writing and communication skills • Interpersonal skills and ability to build rapport with clients • Good listening and problem-solving skills • Time management skills • Critical thinking skills • Ability to identify potential leads • Write a pitch for email and social media • Open to learning and immediately putting it in practice • Should be a team player
Job description:	<ul style="list-style-type: none"> • To search and update GERMI groups for tenders, call for proposals and funding opportunities • Maintain GERMI social media accounts • Liaise with project stakeholders and Government officials • Policy Analysis and development • Manage project communication and documentation • Develop and deliver reports, white paper, required documentation, and presentations related to project • Liaise with project stakeholders, internal and external, on an ongoing basis

	<ul style="list-style-type: none"> • Assist in writing and analysing technical proposal • Carry out the projects/ tasks assigned by reporting officer with professionalism
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(Last date for application submission – 31st July, 2022 before 6:00 pm IST)

NOTE:

1. Positions (no.1 and 2) mentioned here are purely on project based temporary appointment for the specific mentioned period.
2. Position (no.3) is temporary appointment for the period of one year.
3. Remuneration/Fellowship mentioned here will be offered based on the candidate's experience, qualification and job profile of the previous company / organization.
4. No hard copy is to be submitted. Application NOT confirming to the format given on the GERMI website will NOT be accepted.
5. Interview details shall be informed to the shortlisted candidates through E-mail.
6. To apply click - [GERMI Recruitment Form](#).