



Rajgir – District Nalanda – 803 116 – Bihar - India

NU /Admin / Jobs/2025-26

October 25, 2025

ADVERTISEMENT FOR POSITION OF PLACEMENT OFFICER

Nalanda University, an International University established by an Act of Parliament of India, holds the status of an Institution of National Importance. The Nalanda University invites CV / Expression of interest for a **position of Placement Officer** from qualified candidates who share their vision with the University.

Indian nationals including Persons of Indian Origin (PIOs) and Overseas Citizens of India (OCIs) and foreign nationals may apply.

Name of the Post:	Placement Officer (On Contract Basis)
Number of Posts:	01 (One)
Age Limit:	Preferably Below 45 Years
Pay	Negotiable

MINIUM EDUCATIONAL QUALIFICATION AND EXPERIENCE:

- ♦ Master's Degree in MBA/ Engineering/Technology or relevant field with at least 55% marks or its equivalent grade on a particular Grade Point Scale and consistently good academic record.
- ♦ Minimum of 08 years of experience in placement coordination, industry relations, campus hiring and recruitment.
- ♦ Excellent Communication Skills in English, PR, liaison, and relationship building.
- ♦ Ability to develop sound, credible and reciprocal relations with National and International institutions and organizations.
- ♦ Strong communication, networking, and strategic planning skills.

DESIRABLE:

- i. MBA preferably in Sustainable Development or Sustainable Management.
- ii. Experience in organizing campus recruitment drives, job fairs, and internship programs.
- iii. Exposure to international norms, standards and procedures will be preferred.
- iv. Experience in branding and promotional activities.

CV/expression of interest may be submitted through e-mail to: recruitment@nalandauniv.edu.in. CVs shall be processed in phases, as deemed appropriate by the University on the basis of periodic requirement. The shortlisted candidates will be invited for a presentation and interview as per due process.

The interested applicants may visit the website www.nalandauniv.edu.in to learn about the University.

Registrar