

**Job Title: Corporate Responsibility and Partnership Coordinator**

Section	Description
School/Department Name	VP-Office (ERS Department)
Contact Name	Sudhan Guru
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Phone Number	9080610231
Job Title	Corporate Responsibility and Partnership Coordinator
Department	ERS
Reporting To (Title)	Project Officer-ERS
Number of Positions	1
Job Summary	<p>The Corporate Responsibility and Partnership Coordinator is tasked with developing and managing partnerships with external stakeholders, including businesses, government agencies, and non-profit organizations. This role involves identifying and pursuing opportunities for collaborative projects that advance corporate responsibility and sustainability. The coordinator facilitates communication and coordination between the university and its external partners, assists in the development and implementation of corporate responsibility initiatives, and represents the university in external forums and events related to corporate responsibility and sustainability. This position is essential for fostering meaningful partnerships and promoting the university's commitment to ethical and sustainable practices.</p>
Key Responsibilities	<ul style="list-style-type: none"><li>• Develop and manage partnerships with external stakeholders such as businesses, government agencies, and non-profits.</li><li>• Identify and pursue opportunities for collaborative projects that promote corporate responsibility and sustainability.</li><li>• Facilitate communication and coordination between the university and its external partners.</li><li>• Assist in the development and implementation of corporate responsibility initiatives.</li><li>• Represent the university in external forums and events related to corporate responsibility and sustainability.</li></ul>
Qualifications	UG (2-year and above Students) PG (1 and 2 years)
Education	Any Department
Experience	Involved in Campus activities
Skills	Good Communication skill, MS office
Certifications	Sustainability related certification will be a add on.
Preferred Start Date	August