



INDIAN INSTITUTE OF FOREST MANAGEMENT
(An Autonomous Institute under the Ministry of Environment, Forest
& Climate Change)
Post Box No. 357, Nehru Nagar, Bhopal-462003 (M.P.) India
Website: www.iifm.ac.in, Tel No. 0755 2775716, 2773799

Contractual Appointment
No. IIFM/PERS/A -69 (24)/2018-19 (12.7.2019)

Applications are invited from eligible candidates for the following contractual position.

Technical Associate (eLearning)

Job Description

Will be responsible to provide technical support to IIFM eLearning Centre
Moodle platform Administration and customization
Moodle Plugin Installation
Helping faculty in creating and uploading Moodle courses, quizzes and tests
Basic Image editing
Creating simple educational animations and learning objects

Skills

Moodle Administration, Moodle course creation
Moodle Theme Customization, Moodle Plugins, PHP
Should be familiar with eLearning and should be proficient in basic video editing, YouTube
uploading and creating basic animations.
Good communication skills

Qualifications and Experience

B.E./ B. Tech. / MCA in computer science with practical experience in running a Moodle
installation. Candidates must be comfortable in performing site administration activities on the
Moodle Learning Management System platform and must also possess good skills in video
editing. Candidates having programming skills in php is desirable. Candidates must also have
good communication skills.

Age limit: Maximum 35 years as on June 20, 2019.

Duration: Selected candidate will be offered a fixed term contractual appointment for a period
of one year, which may be extended for a further period as required. **Candidates may please
note that this is a project related position purely on contract basis for the duration mentioned
above and have nothing to do with permanent establishment of IIFM.**

Remuneration: Consolidated monthly remuneration of Rs 25,000/-. The candidate shall **not** be
eligible for any other allowances or perks.

Last date of receiving application: 19th July 2019 5.00 PM (email only)

Candidates fulfilling the above requirements may submit their application in the specified format available in Institute's website, containing a brief write-up on work experience, by **email ONLY** to HR Section of IIFM at hr@iifm.ac.in with a copy to **on or before 19th July, 2019 5.00 PM**. Only shortlisted candidates will be called for further interview at IIFM, Bhopal. No TA/DA will be given for attending the interview and candidates should make their own arrangements for travel, lodging and boarding. Candidates are requested to clearly specify the post applied for in the respective column as per the format available in Institute's website.

Chief Administrative officer