



Centre for Management Development

An Autonomous Institution under the Government of Kerala

CV Raman Pillai Road, Thycaud, Thiruvananthapuram – 695 014

No.CMD/ADMN/009/2022

November 10, 2022

Recruitment Notification

The **Centre for Management Development (CMD)**, an autonomous institution under the Department of Industries and Commerce, Government of Kerala, invites applications from qualified and competent candidates for appointment. **Business Analyst** on contract basis. Interested candidates may apply by sending detailed curriculum vitae (CV) by email to **hr@kcmd.in**. The details regarding qualification, experience and other relevant requirements for the position are given below. The last date for receiving email application along with CV is **November 30, 2022 (05.00 P.M.)**.

The Centre for Management Development is a leading, self-supporting autonomous institution, under the Department of Industries and Commerce, Government of Kerala, which provides research, consulting and training support to the Development Agencies, Corporate Sector and the Government. Established in 1979 with the objective of providing capacity development support to the Public Sector Undertakings (PSUs) in Kerala, it is sponsored by the Government of Kerala as an independent, professional and registered society.

DETAILS OF POST

The details regarding the qualification and experience required, number of vacancies & remuneration are given in the table below:

Sl No	Post	Monthly Consolidated Salary	Qualification	Experience as on 1/11/2022	Age
1	Business Analyst (Consultancy Role in CMD towards State Planning & Projects) (Post Code: C/18/22) Vacancy: 2	Rs. 25,000/- Rs. 30,000/- per month	MBA Finance/MA Economics or integrated BBA,LLB or Intermediate in CA/CS/CMA or B. Tech (Computer Science/ Industrial Engineering (preferably from reputed institution)	1. 2 years of experience in the role of business/ market analyst. 2. Should have excellent analytical and numerical skills with problem-solving skills. 3. Strong communication and presentation skills 4. High Proficiency in MS Office and other IT skills 5. Should be comfortable managing, working with ambiguity and finding solutions from the same	Below 30 years

* Shall be fixed by the Selection Committee based on the relevant experience, proficiency and suitability of the candidates

Job Profile:

- ✓ Creating and working towards creating a data centric culture in CMD.
- ✓ Collecting and understanding the current market conditions by online research and field study and formulating ways of new business strategies.
- ✓ Study the competitors, customers, and major clients in the Indian and international markets.
- ✓ Mentoring and ensuring the best business practices and support in the full project delivery cycle.
- ✓ Communicate with the team and recommend to other team members about market studies and strategies based on the research.
- ✓ Monitor and forecast sales trends and Assist in the business development plans
- ✓ Evaluating business processes, anticipating requirements, uncovering areas for improvement, and developing and implementing solutions.
- ✓ Leading ongoing reviews of business processes and developing optimization strategies.

- ✓ Understand and create user and customer personas to provide actionable insights to improve conversions and user experience.
- ✓ Creating progress reports, proposals and other documents and presentations for active tracking and implementation of existing and new programs.
- ✓ Focus on hands-on implementation and impact of various product, process, and business changes, with a very high degree of accountability.
- ✓ Continuous primary and secondary research into current business line and distribution, to benchmark against best practices, along with exploring new business processes and opportunities.
- ✓ Market research into possible new business segments and business lines, inclusive of theoretical and on-ground research.
- ✓ Coordinate the reviews and updates on various initiatives and action items of multiple teams to ensure progress as per the plan.

Job Type:

- ✓ Full-time, 3 years Contract with a wide platform in Consultancy role in the field of Management, Industrial Engineering, Economics, Social Science, Policy Making etc. towards state planning and projects

General Instructions:

- ✓ The appointment will be on Contract Basis for a period up to three year, based on yearly performance review.
- ✓ The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying.
- ✓ Applicants should clearly mention the POST applied for in the mail subject and mail matter.
- ✓ CMD is not responsible for any discrepancy in submitting the application and CV through email.
- ✓ Incomplete/incorrect email application and applications without detailed CV will be summarily rejected. CMD under any circumstances will not entertain the information, if any, furnished by the candidate subsequently. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes through the final stage of recruitment process or even at a later stage.
- ✓ The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form. If the particulars furnished in the on-line application form do not tally with the Original documents produced by the Candidates his/her candidature will be rejected.
- ✓ CMD reserves the right to fill or not fill the post advertised.
- ✓ Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. CMD may send intimation to download call letters for Proficiency Test/Interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.
- ✓ Copies of Appointment letters, Salary Certificates, pay slip, etc. will not be accepted in lieu of work experience certificate.

**Sd/-
Director**