



Dasauli, Kursi Road, Lucknow-226026 (U.P.) India

Phone : +91-6390011283 / 84 / 85 | E-mail : info@iul.ac.in, Website : www.iul.ac.in

Adv. No. 06/2026

**CAREERS@INTEGRAL**

Dated : 14.03.2026

**Online applications are invited for the following positions**

### 1. Dy. Manager- Corporate Relations

**Essential Qualification :** The candidate must have at least Bachelor Degree in any discipline from any reputed Institution /University.

**Key Responsibilities :**

1. Maintain and manage MIS related to training, placements, and corporate relations activities.
2. Compile, organize and analyze institutional data for NAAC, NIRF and other regulatory or ranking agencies.
3. Prepare periodic reports, dashboards, and presentations for departmental and institutional requirements.
4. Ensure accurate documentation and data management of placement records, training activities, and corporate engagements.
5. Assist the department in data compilation for institutional reports, audits and accreditation processes.
6. Coordinate with different departments and administrative units to collect and verify required data.
7. Maintain databases and ensure timely updating of records and reports.
8. Support the department in documentation, reporting, and administrative activities related to corporate relations and placements.

**Requirements:**

1. Strong proficiency in MS Office, particularly MS Excel.
2. Knowledge of data management, MIS reporting, and data analysis.
3. Good organizational and documentation skills.
4. Ability to work with large datasets and maintain accuracy in reporting.
5. Effective communication and coordination skills.

**Experience:**

Relevant experience will be preferred. Fresher's may also apply.

### 2. Admission Executive

**Essential Qualification :** The candidate must have at least Bachelor Degree in any discipline from any reputed Institution /University.

**Requirements:**

1. The candidate must have good communication skills, pleasant personality with excellent convincing and coordinating skills.
2. The candidate must have Basic Knowledge of MS office (Excel, Word, PowerPoint etc.).

**Experience:**

Relevant experience will be preferred. Fresher's may also apply.

Interested candidates may apply online through the career page on [www.iul.ac.in](http://www.iul.ac.in) latest by **31-03-2026**.

**Registrar**

**Note :- 1. Incomplete details will lead to the rejection of the form.**

2. The number of vacant positions can be relaxed /changed by the Selection Committee.
3. Only short listed candidates will be informed for appearing in the interview.

