



F. No. Z-50/50/2023-AIIA/325

Date: 24 April, 2025



QUESS CORPORATION LIMITED

(Leading Business Services Provider)

Head Office: Quess House,

3/3/2 Bellandur Gate, Sarjapur Road, Bengaluru 560103,
Karnataka, India,

Corporate Office: B-1/I-1, 1st Floor, Mohan Industrial Estate,
Near Badarpur Border, New Delhi – 110044, India

Phone: +91 8700698504 / 8527052218 Website: www.quesscopy.com

VACANCY ADVERTISEMENT NO. 451

Applications are invited for recruitment of following manpower purely on contract basis for deployment in office of All India Institute of Ayurveda (AIIA), New Delhi vide Ref. Email dated 22.04.2025.

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Quess House, 3/3/2, Bellandur Gate, Sarjapur Road, Bengaluru-560103, Karnataka, India
Tel: +91 80 6105 6001 | connect@quesscopy.com | CIN No.L74140KA2007PLC043909



Sr. No.	Name of Post	Number of Post required	Education Qualification	Age Limit	Monthly Remuneration
1.	Sr. Program Manager	1	<p>Essential:</p> <ul style="list-style-type: none"> MBA (Marketing & Finance) Having 5 Years of working experience and a minimum of 3 years in DDU-GKY Scheme. <p>Desirable: DDU-GKY ESop Certification</p> <p>To apply please click the below link and fill the details https://forms.gle/dtJnNCcMNPiZjmAj8</p>	50 years	Rs.75,000/- per month
2.	Program Manager	1	<p>Essential:</p> <ul style="list-style-type: none"> MBA /PGDM & Having 3 Years of working experience and minimum of 1 year in DDU-GKY Scheme. <p>Desirable: DDU-GKY Esop Certification</p> <p>To apply please click the below link and fill the details https://forms.gle/vhpKoasHp12JZ2rNA</p>	50 years	Rs.50,000/- per month

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3.	Skill Course Coordinator / Panchakarma Tutor	1	<p>Essential:</p> <ul style="list-style-type: none"> BAMS with MD in Specific Subject <p>Desirable:</p> <p>MBA/PGDM/MPH with 02 Years of Experience in skill industry</p> <p>To apply please click the below link and fill the details https://forms.gle/K8ReLz5eEoDLZqGj9</p>	45 years	Rs.75,000/- per month
4	Office Assistant	1	<p>Essential:</p> <ul style="list-style-type: none"> Graduate & Diploma in Computer Application with 2 Years working experience in Skill Sector. <p>Desirable:</p> <p>DDU-GKY Esop Certification</p> <p>To apply please click the below link and fill the details https://forms.gle/9jHSfhQXEheaXLky8</p>	40 years	Minimum Wages as per Labour department NCT Delhi (Skilled Category)

1. Selection will be made as per the prescribed norms and requirement of the job.
2. Preference will be given to local candidates and who are already working in the same/similar department.
3. No TA/DA will be paid for attending the test/ document verification / personal interaction /joining the duty on selection etc.
4. Application must be submitted ONLINE only for the above post.
5. For applying, please visit the Qess Corp Ltd's website <https://staffing.quesscorp.com/> or you can visit the office located in Delhi location.
6. Candidates will be informed via email / telephone for their Skill Tests/Interview/Interaction.

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7. Candidates must review their application forms carefully before final submission. Quess Corp Ltd will not accept any request for changes to be made in the information submitted by the candidates wrongfully.
8. Only shortlisted candidates as per above eligibility criteria will be called for skill test / selection process. So please mention your complete educational qualification and work experience details in online application form. Mere filling the registration form will not confirm your suitability/selection for the post.
9. Candidates are requested to upload all the documents in support of their claim regarding educational qualification & experience etc. Incomplete applications shall be rejected.

Disclaimer: Terms and conditions given in the advertisement are guidelines only. In case of any ambiguity, decision of Quess Corp Ltd will be final and binding on candidates.

Last date for submission of application forms is 26.04.2025.

Sd/-
GM (Project-III)

QUESS CORP LTD REGISTRATION PORTAL

HOW TO APPLY:

1. Candidates are required to apply online through website www.quescorp.com. No other means/ mode of application will be accepted. (Before applying for registration candidates are advised to have their Photo, Signature, Birth Certificate/ 10th Certificate, Caste Certificate scanned images for upload the file size should be not more than 100kb.) if you want to apply for more than one post against the same advertisement, you need to register once only. The fee chargeable will vary according to the number of posts applied for.

Candidates are required to have a valid personal 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 before applying online

2. Candidates required to go to the website Quess Corp Ltd i.e. www.quescorp.com or you can register yourself on <https://quess.tallite.com/quick/registration?sourceRecruiterId=185505&urlRefId=8038> or scan the QR code mentioned below and enroll yourself

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3. Candidates are required to follow below process for registration.

4. Registration to be completed in 7 steps:

Step1: Select Advertisement Number

- Step2: Enter Basic Details
- Step3: Enter Education Details/ Work Experience
- Step4: Upload scanned Photo, Signature, Birth Certificate/ 10** Certificate, Caste Certificate
- Step5: Application Preview or Modify
- Step7: Email your scanned documents to the Email Id mentioned in the last page of application form.

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5. Candidates will have to upload scanned copy of passport color photo, signature scan copy, size of these scanned copies should be within 100kb and in jpg/ pdf files only.
 6. Quess Corp Ltd will not be responsible for any network problems in submission of online application.
 7. All the communications be made either on registered email or registered mobile number.
 8. In case of submission of any false information or false documents, action, as per rules in addition to complaint with local authorities be made, on the desecration of Quess Corp Ltd.
 9. No candidate shall make any communication with our client.
 10. Candidates are requested to enter the details in the online application format carefully. Before final submission of application, there will be a preview available to the candidates in case of modification required. After submission of the application, no modification will be permitted and fees once paid will not be re-funded.
- * Candidates are advised to apply through abovementioned website only, candidates will be solely responsible for submitting their through any other website. The candidates are requested to check their email & messages regularly. Quess Corp Ltd will inform the selected candidates through email & SMS. Quess Corp Ltd will not be responsible for any delay on candidate's

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