

YOUNG INDIA SKILLS UNIVERSITY, TELANGANA

(Established under Act No. 13 of 2024 by the Government of Telangana)

No. YISU/Esst/CA(NT)/2025/20

Date: 28-10-2026

Advertisement for Inviting Applications for the Post of “Programme Coordinator” on Contract Basis.

The Young India Skills University (YISU), has been established in Hyderabad under the Young India Skills University, Telangana (Public-Private Partnership) Act 2024 to bridge the gap between industry needs and academic offerings. YISU operates on a Public-Private Partnership (PPP) model, where the Telangana government and industry leaders collaborate to ensure the curriculum aligns with real-world demands. YISU empowers students with the practical skills required for today’s workforce.

Applications are invited from eligible Indian citizens for engagement to the following position on purely contractual basis for a period of one year, extendable based on performance and institutional requirements. The engagement does not confer any right to regular appointment.

1. Name of the Post: Programme Coordinator (Contract Basis)

Number of Posts	01 (One)
Remuneration	Pay will be fixed based on the experience and as per university norms.
Place of Posting	YISU, Hyderabad
Age Limit	Preferred 25-35 years as on the last date of submission of applications.
Essential Qualifications & Experience	<ul style="list-style-type: none"> • Master’s degree in any discipline. • Qualifications in Management, Education, Life Sciences or related fields are an added advantage. • Prior experience in academic coordination, programme administration in educational institutions.
Skills and Attributes	<ul style="list-style-type: none"> • Excellent verbal and written communication in English and Telugu; Hindi is an added advantage. • Strong organisational, planning and time-management skills. • Academic and administrative coordination. • Ability to coordinate multiple ongoing and upcoming programmes. • Proficiency in MS Office, Excel, Google Workspace and digital communication tools. • Documentation, data management and report preparation. • Interdepartmental coordination and stakeholder management. • Problem-solving, multitasking and decision-making abilities. • Professionalism, teamwork and interpersonal skills.

	<ul style="list-style-type: none"> • Ability to manage deadlines and ensure smooth programme operations.
Key Responsibilities	<ul style="list-style-type: none"> • Coordinate the planning, implementation and day-to-day operations of ongoing and upcoming University programmes. • Liaise with academic departments, faculty, students, admissions, administration and external stakeholders. • Coordinate programme schedules, academic activities, meetings, workshops and events. • Maintain programme records and reports, monitor progress, and ensure timely resolution of operational issues • Coordinate with faculty and resource persons regarding course delivery, schedules and academic requirements. • Support student enrolment, onboarding, communication and programme-related queries. • Coordinate with industry partners, corporate organisations and academic institutions for programme implementation and outreach activities.

General Terms and Conditions:

1. The appointment will be purely on **contractual basis** for a period of one year, extendable as per requirement and performance.
2. The position is unreserved, but candidates belonging to reserved category are encouraged to apply.
3. This appointment shall not confer any right to claim for regularization or absorption in the University.
4. It shall be the responsibility of the candidate to assess his/her own eligibility for the post, for which he/she is applying in accordance with the prescribed qualifications, experience etc., and submit his/her application duly filled-in along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to disqualification. In case it is detected at any point of time in future, even after appointment, that the candidate was not eligible, his/her appointment shall be liable to be terminated forthwith as per this clause.
5. The University reserves the right to **not fill up the post**, cancel the advertisement, or modify any part without assigning any reason.
6. The University also reserves write to offer a position with lower designation and pay as per the suitability of the candidate.
7. The prescribed qualifications and experience are minimum, and mere possession of the same does not entitle any candidate to be called for the selection process.
8. In case of any ambiguity in general and eligibility in particular for any post, the decision of the University shall be final.
9. No TA/DA will be paid for attending the selection process.

10. In case of any inadvertent error in the advertisement and in the process of recruitment, which may be detected at any stage, even after issue of appointment order, the University reserves the right to modify/ withdraw/ cancel any communication made to the candidate(s).

Application Procedure:

Candidates are requested to apply online through the link (Apply now) provided along with this advertisement on the Institute website <https://yisu.in/careers>.

- a) Candidates are required to take a print of acknowledgment of online application and keep it for future reference.
- b) Shortlisted candidates will be called for a **written test and/or interview**. The University reserves the right to restrict the number of candidates based on qualifications and experience.
- c) Shortlisted Candidates will be informed over e-mail and/or mobile phone to appear for the **written test and/or interview** to be conducted at YISU, Hyderabad.

Last Date for Submission of Applications: 11-11-2026

Applications received after the deadline or incomplete in any respect shall be summarily rejected.

**Sd/-
Registrar, I/C**