



KERALA PUBLIC ENTERPRISES (SELECTION & RECRUITMENT) BOARD

Vellayambalam, VikasBhavan P.O, Thiruvananthapuram

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NOTIFICATION

CATEGORY NO: **132/2025**

Opening Date: 25-10-2025

Closing Date: 26-11-2025

Name of the PSU/Department : KERALA INSTITUTE FOR
ENTREPRENEURSHIP DEVELOPMENT (KIED)

Name of the post : Assistant Manager

No. of Vacancy : 2

Post Type : Contract

Consolidated Pay : 40,000

I. COMPANY/DEPARTMENT PROFILE:

KIED was established as an autonomous body of the Government of Kerala on 9th November 1994 and established in Kochi in 2005. It aimed to promote the spirit and culture of entrepreneurship among the youth of Kerala by giving them orientation in Human Resources Development and training in skill development and leadership. Initially, the institute was centred in Thiruvananthapuram and was later shifted to Seaport Airport Road in Kalamassery, a rapidly flourishing industrial hub in the state, which sandwiches both the ports and is located nearby Gail India Limited, Hindustan Machine Tools, Infopark, and Nest Special Economic Zone for IT. The location is ideal for the institute, on account of a large number of migrant labourers in the region.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

Perform various tasks related to the following three core functions related to the Institute's objectives. Training and Development – Plan, coordinate, and manage entrepreneurship

development programs and training initiatives. Research and Publishing – Monitor and evaluate program outcomes and prepare reports and design of new programmes and periodical revision of curriculum. Consulting and Solutions– Liaise with industry, startups, and government agencies for collaborative projects. Support the institute's outreach and promotional activities.

III. ELIGIBILITY:

1. QUALIFICATION:

B. Tech / MBA / MCA from a recognized institution

2. AGE LIMIT:

Maximum age of 30 years as on the date of Notification.

3. EXPERIENCE:

Minimum 3 years' experience in Government Institutions / Entrepreneurship Development Organizations in the field of entrepreneurship training / startup ecosystem development / incubation / business facilitation / skill development / educational program management or related fields. Experience after acquiring the qualification only be considered.

4. SKILLS:

Strong organizational and leadership capabilities, Excellent communication and interpersonal skills, Passion for entrepreneurship and skill development, Proficiency in various digital tools

5. DESIRABLES:

Exposure to MSME development, project coordination, or training program management will be an added advantage

6. APPLICATION FEE:

Rs 600/- ; for SC/ST candidates Rs 150/-

7. PERIOD OF CONTRACT:

Initially for one year (extendable subject to the discretion of KIED)

IV. NOTE TO APPLICANTS:

1. The applicants are required to go through the notification carefully and satisfy themselves about their eligibility for this recruitment before applying
2. Admittance to the written examination/skill test/interview will only be provisional. The Board will have the right, not to evaluate the performance of the candidate if material discrepancy is

found regarding the applications/credentials at any stage of the recruitment. The candidature of such applicants will be rejected.

3. Candidates shall submit their applications only through online mode. Applications submitted through any other medium will be summarily rejected.

4. Candidates must upload their essential qualification and essential experience certificates while applying. The applications in respect of those who fail to upload the certificates shall be summarily rejected.

5. Candidate should provide a valid email ID and mobile number as all correspondences pertaining to the recruitment will be communicated to the registered email id and mobile number provided at the time of filling online application.

6. Relaxation in upper age limit is applicable to eligible candidates as per rules.

7. SC/ST/OBC/EWS candidates will be eligible for reservation benefits as per rules, provided they upload valid and updated relevant certificates (Caste Certificate/Community Certificate/Non-Creamy Layer Certificate/EWS Certificate) as the case may be. In the absence of valid certificates, no reservation benefits will be granted.

8. Any form of canvassing or attempt to influence the selection process will result in disqualification of the candidate.

9. The Board reserves the right to modify, postpone or cancel the recruitment process at any stage without assigning any reason

10. Candidates are advised to keep a print out of the completed online application form for future reference.

Secretary
Kerala Public Enterprises
(Selection & Recruitment) Board