



भारतीय प्रबंध संस्थान बेंगलूर
INDIAN INSTITUTE OF MANAGEMENT
BANGALORE

Ref: IIMB/HR/RECT/2025/52

Date: 10th September 2025

About IIMB	The Indian Institute of Management Bangalore (IIMB) is a leading graduate school of management in Asia. Under the IIM Act of 2017, IIMB is an Institute of National Importance.
Industry/Service	Higher Education
Post/Job Title	Manager – Research Management
Job Purpose	<p>This position is reporting to the Dean (Faculty). The Manager will oversee and facilitate the Institute's sponsored research, consulting, and grant-related activities; lead the Research Management Office and work closely with faculty as a partner in helping them raise funds for research projects.</p> <p>The Manager is expected to play an important role in identifying project funding opportunities and coordinating with faculty with the ultimate goal of enhancing their research output.</p>
Job Type	Contractual – non-teaching
Principal Accountabilities & Responsibilities	<ul style="list-style-type: none">• Assist faculty members in developing research proposals and submitting them to funding organizations, which include the government, corporates and foundations.• Ensure adherence to professional standards and ethics of research proposal.• Develop and maintain a database of funding opportunities related to the broad domains of faculty interest.• Set departmental and individual employee goals and provide routine evaluations of progress toward these goals to the Dean (Faculty).• Help the Dean (Faculty) develop and oversee budgets and policies and procedures for the R&P office.• Scanning management and public policy research, funding opportunities, exploring large scale research funding and collaboration.• Assisting in preparation of proposal, MoUs, accounting and other requirements for externally funded projects and follow-ups.• Documentation of externally funded research project through consulting, sponsor research & research grants. This involves collating individual projects in terms of title, duration, funding source, research lead and status.• Annual review of research projects, report preparation on research and publications.• Assist the Dean (Faculty) in the IIMB Chair of Excellence selection exercise and manage the operations of the associated portfolio.• “Work closely with the Development Office to onboard endowed chairs and to establish initiatives and Centres of Excellence. Keeping track of activities committed under Chairs and interacting with the sponsors, data centers and labs.• Oversee the onboarding of new Centers of Excellence and manage the operational aspects of their activities• Overall research impact - database on individual faculty research and publications, impact on industry practice, public policy making and implementation.• Perform other duties as assigned by the competent authority.
Key Skill and Ability Requirements	<ul style="list-style-type: none">• Knowledge of research funding mechanisms, sponsored research administration, and grant compliance.• Ability to plan, execute, monitor, and close multiple projects with defined timelines and deliverables.• Familiarity with institutional governance, contracts, MoUs, IP policies, and regulatory guidelines.• Strong ability to engage with faculty, funding agencies, collaborators, and internal administrative units.• Excellent written and verbal skills for drafting proposals, agreements, reports, and policy notes.• Comfortable with research administration systems, project tracking tools, and basic data analysis applications.• Ability to mentor junior staff, work across departments, and build institutional processes.• Effectiveness in a dynamic academic environment with shifting priorities and deadlines.

	<ul style="list-style-type: none"> Strong relationship-building ability to facilitate collaboration and consensus across diverse stakeholders nationally and internationally.
Qualification and Personal Profile	<ul style="list-style-type: none"> Postgraduate degree in Management, Public Policy, Social Sciences, Administration, or a related field. Min. of 10 years of relevant experience in research management, grants administration, academic project management, or related domains. Experience in academic/research institutions or working with funding agencies, government bodies, or international organizations is highly desirable. Excellent written and oral communication, with attention to detail and clarity. High level of integrity, confidentiality, and accountability in handling sensitive information. Demonstrated ability to work independently as well as part of a team in a fast-paced environment. Ability to lead and mentor team members, fostering a culture of accountability and continuous learning.
Compensation	The selected candidate will be offered on a consolidated monthly salary on CTC mode; contract may be renewable subject to satisfactory performance. The indicative salary will be in the range of 13.50 Lakhs to 15.20 Lakhs per annum. Additionally, Insurance and Medical Benefit will be applicable.

Interested candidates may fill the application using the link: [here](#)

The closing date for applications is 25th September 2025. Only shortlisted candidates will be intimated. It is mandatory to fill in all the fields and the following documents are required to be uploaded while submitting the application.

- 10th & 12th Marksheets.
- Diploma/Graduation – **All semester wise Marksheets & Final Degree/ Graduation Certificate.**
- Post - Graduation (if applicable)– **All semester wise Marksheets & Final Post – Graduation Certificate.**
- All **experience letters.**
- Recent 3 months' **payslips** or 3 months' income proof.
- If you have undergone any training, kindly attach the **training certificates.**

Applications without these documents will be treated as incomplete and will not be considered.