We're



Coordinator HIRIO Logistics and Admin

(Medical Devices and In-Vitro Diagnostic Devices)

JOB DESCRIPTION

The Staff member shall coordinate and attend to all administrative and logistics activities to ensure efficient operations, and organizational compliance.

QUALIFICATIONS & KEY SKILLS

- Graduate Degree
- 1+ years of experience in Administration.
- Coordination skills and arranging logistics
- Coordination with different teams to ensure smooth operations.

WHAT ARE WE LOOKING FOR

- Immediate joining (preferable).
- Analytical & critical thinking ability.



JOB TYPE AND LOCATION

Full time onsite at mPragati, IIT Delhi



Remuneration is based on experience and at par with Industry Standards.

APPLY NOW



