



## **RECRUITMENT**

**Applications are invited from the eligible candidates for the Post of Data Analyst (Department of Accreditation & Ranking)**

Position	Qualification & Experience	Required
<b>Data Analyst</b>	<b>Position: Data Analyst</b> <b>Department : Accreditation &amp; Ranking Cell</b> Institution: Vinayaka Missions Research foundation (Deemed to be University) <b>Role Overview:</b> The Data Analyst will be responsible for managing, analysing, validating, and compiling institution-wide data required for national accreditation and ranking frameworks such as NAAC, NIRF, AISHE, UTSAH, and any other statutory or regulatory requirements. The role demands strong analytical capability, meticulous documentation skills, and effective coordination with all academic and administrative departments.	<b>01</b>
	<b>Required Skills &amp; Competencies:</b> <ul style="list-style-type: none"><li>• Strong proficiency in data analysis, compilation, and statistical interpretation.</li><li>• Advanced working knowledge of MS Excel, Google Sheets, Data Visualization tools, etc.</li><li>• Good understanding of accreditation frameworks (NAAC, NIRF, AISHE, UTSAH).</li><li>• Excellent report writing and documentation skills.</li><li>• Strong interpersonal and communication skills to coordinate with multiple stakeholders.</li><li>• Ability to handle deadlines, multitask, and maintain high levels of accuracy.</li></ul>	
	<b>Qualifications &amp; Experience</b> <ul style="list-style-type: none"><li>• Bachelor's/Master's degree in Statistics / Data Science / Mathematics / Computer Science / Economics / Management or related field.(With 3 years Relevant Experience )</li><li>• Prior experience in accreditation-related roles will be an added advantage.</li></ul>	

**Apply immediately with complete details to the following address (or) by E-mail. On or Before 31-12-2025**

**The Registrar,**

Vinayaka Mission's Research Foundation  
(Deemed to be University),  
Sankari Main Road (NH-47), Ariyanoor,  
Salem – 636 308. Tamilnadu.  
Ph: 04272529700

**[www.vinayakamission.com](http://www.vinayakamission.com)**

**E- mail: [registrar@vmu.edu.in](mailto:registrar@vmu.edu.in) & [hr@vmu.edu.in](mailto:hr@vmu.edu.in)**