



VINAYAKA MISSION'S RESEARCH FOUNDATION

(Deemed to be University under section 3 of the UGC Act 1956)

RECRUITMENT

Applications are invited from the eligible candidates for the Post of ERP Implementation Coordinator in Vinayaka Mission's Research Foundation (Deemed to be University), Salem, Tamilnadu

Position	Qualification and Experience	Required
ERP Implementation Coordinator	About the Role : We are looking for a dynamic and proactive ERP implementation coordinator to manage and coordinate the implementation of the University's ERP system in collaboration with the vendor and internal stakeholders across all constituent institutions and faculties. The role is critical to ensure successful deployment, adoption and optional use of the ERP system.	01
	Key Roles and Responsibilities : <ul style="list-style-type: none">• Act as the primary point of contact between the University and ERP vendor.• Coordinate and plan ERP implementation activities, timelines and deliverables.• Understand University processes and work with the vendor to configure and customize the ERP system.• Facilitate requirement gathering, documentation and process mapping from various departments and institutions.• Coordinate data migration (Academic, student, HR, Finance and other modules).• Organize and coordinate user training awareness programs and change management activities.• Monitor project progress, track issues and ensure timely resolution with the vendor.• Conduct testing, user acceptance, and ensure quality assurance.• Support go- live post implementation stabilization and user support.• Prepare regular reports, dashboards and presentations for the University leadership.• Work with IT team to ensure system integration, security, data backup and compliance• Promote best practices for ERP usage and continuous improvement	
	Qualification & Experience <ul style="list-style-type: none">• Bachelor's/ Master's degree in Computer applications/information Technology /Management (MBA)/or Related field.• Relevant certifications (e.g. ERP, PMP, ITIL) are an advantage.• Minimum 3-5 years of experience in ERP implementation , preferably in the higher education sector or large organizations, student information, Examination, HR, finance, Procurement, administration etc.	

Apply with complete details to the following address (or) by E-mail. On or Before 15.11.2026

The Registrar,

Vinayaka Mission's Research Foundation (Deemed to be University),

Sankari Main Road (NH-47), Ariyanoor,

Salem – 636 308. Tamilnadu,

Ph: 04272529700.

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