



**INDIAN CENTRE FOR SOCIAL SCIENCE AND  
MANAGEMENT RESEARCH (ICSSMR)**  
(भारतीय सामाजिक विज्ञान एवं प्रबंधन अनुसंधान केन्द्र)

97, Philips Complex, 1/1 Kailash Ghosh Road, Purba Barisha, Kolkata - 700008

Website: [www.icssmr.in](http://www.icssmr.in)

Ref: ICSSMR/CR/03/26/01

Date: 16<sup>th</sup> March 2026

**Notification for Vacancy Announcement**

**Position: Human Resource Manager**

The Indian Centre for Social Science and Management Research (ICSSMR) invites applications from qualified and experienced candidates for the position of **Human Resource Manager** for the HR department to support institutional administration and organizational development.

**Nature of Position**

- **Type:** Full-time
- **Location:** Kolkata
- **Remuneration:** ₹25,000 – ₹30,000 per month (based on qualifications and experience)

**Key Responsibilities**

- Manage recruitment and selection processes
- Maintain HR records and administrative documentation
- Coordinate onboarding and staff communication
- Support HR policy implementation and institutional activities
- Oversee staff coordination and administrative functions

**Eligibility Criteria**

- Master's degree in HR / MBA (HR) or related field
- Minimum 2 years of relevant experience preferred
- Strong communication and organizational skills

**Application Procedure**

Interested candidates may apply through the online portal of the website. For more details, please visit:

<https://icssmr.in/career/>

**Director**

Indian Centre for Social Science and Management Research (ICSSMR)

**Office Address: 97, Philips Complex, 1/1 Kailash Ghosh Road, Purba Barisha, Kolkata - 700008**

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