



<https://jobquest.jobsworld.com/job/vadilal-recruitment-2023-2-years-experience-required-program-administrator-post/>

## Vadilal Recruitment 2023 – 2+ Years Experience Required – Program Administrator Post

**Hiring organization**  
Vadilal

### Job Location

India  
Remote work from: India

**Date posted**  
March 29, 2023

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**Valid through**  
31.12.2025

### Base Salary

Rs. 22,000 - Rs. 29,000

APPLY NOW

### Qualifications

12th Passed/Graduate

### Employment Type

Full-time

### Experience

2+ Years Experience Required

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### Description

## Vadilal Recruitment 2023

The Program Administrator is responsible for all aspects of program administration. This includes, but is not limited to, developing and managing program budgets, overseeing program staff, developing program policies and procedures, and conducting program evaluations.

### Vadilal Jobs For Freshers

The Program Administrator will also work closely with the Program Director to develop and manage program marketing and communication initiatives.

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### Vadilal Work From Home

#### Responsibilities:

- Develop and manage program budgets
- Oversight of program staff
- Develop program policies and procedures
- Conduct program evaluations
- Work closely with the Program Director to develop and manage marketing and

communication initiatives

**Important Links**

**Find the Link in [Apply Now](#) Button**

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