



GOVERNMENT OF TELANGANA
Dr. MCR HUMAN RESOURCE DEVELOPMENT INSTITUTE OF TELANGANA

CIRCULAR

No. T2/01/TMU/2025

Dt. 30.08.2025

Sub: Dr. MCR HRD IT - Training & Research- Interns in Different Streams – Engaging- Reg.

Ref: Minutes of Review Meeting dt.14.08.2025 of VC & DG, Dr MCR HRDIT, Hyderabad.

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In view of the reputation the Institute enjoys and the potential, it is decided to step up the volume of trainings 2-3 folds. To cope with the expected intern in demand, it is decided to commence Internship programme in MCRHRDIT. To start with, each centre can take two interns for a maximum duration of (6) six months with a stipend of Rs.15,000/- per month. Centre Heads may propose the interns with qualifications indicated herewith for approval.

All Centre Heads are requested to take necessary action.

Encl: As above

Sd/-

VC & Director General

To

Centre Heads-CLP, CMB, CIS, CDS & CIT for n/a.

Copy to Peshi of VC & DG, Dr MCR HRDIT, Hyderabad.

Copy to Admin. Officer. Dr MCR HRDIT, Hyderabad.

Copy to Registrar, Training Management Unit, Dr MCR HRDIT, Hyd,SF

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Registrar & Sr.Faculty-TMU

ANNEXURE

QUALIFICATION AND SELECTION PROCEDURE FOR ENGAGING INTERNS:

- 1) Candidates pursuing/completed Post Graduation, in disciplines such as Public Administration, Public Policy, Management, Other Social Sciences, Finance, Law- Education, IT & Communication or other relevant fields.
- 2) Strong written and verbal communication skills (English and local language).
- 3) Proficiency in MS Office, documentation, data handling, and presentation.
- 4) Interest in training, capacity building, public administration or related areas.
- 5) Motivation to contribute and learn in a professional training environment.
- 6) Positive attitude, adaptability, and willingness to take responsibility.
- (7) For those from reputed Institution's like IIITs, IITs and BITs etc., tailor made internships could be planned.

For engaging interns, a notification may be published on the Institute's website in consultation with Centre Heads for inviting applications. Upon receipt of applications, a three-member committee comprising the concerned Centre Head, the Administrative Officer, and the Registrar (TMU) shall scrutinize the applications and process for approval.

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Registrar & Sr.Faculty-TMU