



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
AND MANAGEMENT KERALA**
Technopark, Trivandrum- 695581

RECRUITMENT NOTICE

Advertisement No. IIITMK/ 035/2019

Dt. 25.06.2019

The Indian Institute of Information Technology and Management Kerala (IIITM-K) invites applications for the below mentioned post to be filled on contract basis for its new campus at Technocity, Trivandrum:

Sl No.	Category	Pay	Details of Vacancies		Total
			Male	Female	
1	Warden	INR 30,000 (Consolidated)	1	1	2

The appointment will be on Long Term Contract basis (initially for a period of 03 years). Reservation for SC/ST/OBC & PHP is as per Rules. Hard copy of duly filled and signed application along with attested relevant documents should be addressed to The Director, Indian Institute of Information Technology and Management Kerala(IIITMK), Technopark, Trivandrum - 695581. The last date of receipt of hard copy of the application is 10 July 2019, before close of office hours.

ELIGIBILITY CRITERIA FOR POST

Sl.No.	Category	Details
1	Name of the post	Warden
2	Pay Scale	30,000 (Consolidated)
3	Number of posts	One - female and One - male
4	Age Limit	Above 30 years and less than 45 years as on 01.01.2019
5	Educational Qualifications and Experience	i) Graduate from a recognized university ii) Minimum 05 years' experience as Warden/Asst. Warden or in analogous post in Government Educational Institutions / PSUs / Autonomous Bodies / Reputed institutions. iii) Good communication ability in English and Malayalam. Knowledge of Hindi preferred.

IMPORTANT INSTRUCTIONS

Candidates should read the instructions and conditions carefully, before applying.

HOW TO APPLY: -

- a) Application forms can be downloaded from the link provided in website <http://www.iitmkn.ac.in/careers>

Duly filled and signed application along with attested relevant documents should be addressed to The Director, India Institute of Information Technology and Management, IIITM-K Building, Technopark, Trivandrum 695581 and super scribed with "Application for the post of (Name of the post applied for) " _____ on contract" on the envelop. The last date of receipt of hard copy of the application is 10/07/2019, Wednesday, before close of office hours.

- b) Self-attested copies of all certificates and testimonials in proof of age/ educational qualifications/ caste / experience etc. should be attached along with the hard copy of the application.
- c) Those candidates who are employed in Govt. /Semi Govt. /Autonomous Bodies etc. should send their hard copy of applications through proper channel. However, they may send an advance copy of their application along with other attested certificates and testimonials to the above address so as to reach on or before the schedule date.
- d) The date and venue of the test/interview for short listed candidates shall be informed later through email.
- e) The posts are to be filled up on long term contract basis initially for a period of 3 years.
- f) Any form of canvassing will lead to disqualification of candidature
- g) The Short listed candidates for the above mentioned post will have to appear for the Screening process which may include written test and skill test. No TA/DA shall be paid to any of the candidates for attending the screening process.

GENERAL CONDITIONS:

1. The appointment of hostel "Warden" would be on full time residential basis.
2. Incomplete and unsigned applications are summarily rejected.
3. Applications received without photograph, certified copies of required certificates such as educational qualifications, castes / community etc., and those received after the last date for receipt of application, will summarily be rejected without any communication to the candidates.

4. Mere fulfilling of essential qualifications and experience requirement would not entail a candidate to call for screening process. No correspondence will be entertained from the applicant either before or after the selection.
5. IIITMK reserves the right to cancel the whole process of recruitment at any stage without assigning any reason.
6. The Institute reserves the right to consider candidates for selection by suitable selection procedure and at its discretion may conduct written test / skill test for above posts to select the candidates on the basis of merit.
7. IIITMK will not be responsible for any postal delay / loss in transit in submission of application within specified time (i.e. last date).
8. Candidates should ensure that they fulfill the eligibility (qualification / experience etc.)
9. Submissions of false information shall lead to cancellation of the candidature at any stage of the process even after completion of process.

Sd/-
Registrar