



Notification No. C-44/2018-IIMK.HR

RECRUITMENT OF FACILITY SUPERVISOR

Indian Institute of Management Kozhikode invites online applications for the contractual position of **Facility Supervisor**.

No. of Position	One (01)
Minimum Eligibility Criteria	<p>Three (3) years Government recognized Diploma in Civil/ Electrical Engineering with minimum five (5) years of post qualification experience in facility management supervising electrical / plumbing / civil / housekeeping / cleanliness / environment, related equipments and service contracts in a reputed institution/office complex. Age should not be more than <u>40 years</u> as on the date of notification.</p> <p style="text-align: center;"><u>Or</u></p> <p>Retired defence personnel who handled similar responsibilities in Armed forces/Central or State Govt./Autonomous bodies with minimum qualification of Graduation. Age should not be more than <u>62 years</u> as on the date of notification.</p> <p><i>The candidates should be proficient in MS- office with good English & Hindi communication.</i></p>
Job Profile	A focal point to ensure effective supervision and coordination of all facilities for the smooth conduct of Academic programs and courses and ensure environment safe and clean.
Monthly Remuneration	₹ 20,300/- (including ₹300/- towards telephone allowance)
Date and Time for Interview	18-01-2019 (Friday), 10.00 am

INSTRUCTIONS

1. Interested candidates must fill in the Online Application Form. The Application Form will be available on IIMKs website under 'Job Openings' section.
2. Only those who satisfy the required age, qualification and experience need apply.
3. Candidates who have submitted their applications online should report at IIM Kozhikode Campus on the date & time scheduled for the interview. ***No separate intimation/call letter will be issued to candidates in this regard.*** Candidates are advised to regularly visit our website for getting updates.
4. The candidates have to bring printed copy of the filled application and original certificates along with one set of photocopies for verification purpose at the time of interview.

Handwritten signature and date: 28/12/18

5. Relaxation in age limit for SC/ST/OBC (non-creamy layer) and ex-servicemen candidates will be as per Govt. of India norms.
6. No TA/DA will be paid for attending the walk-in-interview.
7. The ad-hoc Selection Committee may hold screening test in case required. In such case, shortlisted candidates alone will be considered for interview subject to verification of original documents.
8. Decision of the Director, IIMK regarding the selection will be final.

Last date for online application is 5:00 p.m. of 09-01-2019

Dated: 28-12-2018



Senior Administrative Officer- HR