

## Eligibility criteria & Other Details for the Walk in Interview

Post Details	Age, Essential Educational Qualification & Qualifying Service
<b>Name of the Post:</b> Academic Consultant	1. <b>Age:</b> 50 to 63 years 2. <b>Education:</b> Any Post Graduate with good command over English 3. <b>Preferable:</b> Ph.D. Degree
<b>Number of Post-</b> 01	4. <b>Experience:</b> 10 years in the middle level management out of which 5 years should be in the level 10 and above in the Central service or its equivalent in the State service. <p style="text-align: center;"><u>OR</u></p>
<b>On Contract –</b> Initially for a period up to 6 months	Comparable experience in the Public/Private Sector preferably in educational/training Institutes. 5. Retired Officers from Higher Educational Institutions like Central/State Universities, IIT, IIM or other reputed Universities/Government Services may also apply.
<b>Pay –</b> Commensurate with qualification and experience as per IMU norms	6. <b>Skills Required:</b> i. Correspondence with higher educational bodies such as UGC, AICTE etc. ii. Correspondence in English independently. iii. Computer – Savvy and well versed with ICT. iv. Lead a team and execute the instructions/plan through the staff.

### **Note**

1. Applications will be accepted through ONLINE mode (Google Form) only in IMU Website. No other mode of application will be accepted. The Last date of submitting online application is **29.08.2022** (before 06.00 PM).
2. The selection process is scheduled to be held on **01.09.2022 (Thursday)** at **IMU-Headquarters, East Coast Road, Semmencherry, Sholinganallur (PO), Chennai-600119**. Certificate verification process will commence on 09.30 AM followed by interview on 11.00 AM on this date.
3. Candidates should bring with them all original certificates/testimonials and one set of self-attested copies of certificates regarding educational qualifications and professional experience and detailed CV/Resume.
4. Any change /revision /updatation with respect to Interview will be published in IMU Website only. Interested candidates are requested to visit IMU website from time to time in this regard.
5. Candidates who have registered through IMU website on or before the above-mentioned date only be allowed to attend the selection process, if eligible.
6. No TA/DA will be paid to the candidates to attend Interview.

**Other Terms and conditions: -**

1. The engagement is purely on temporary basis and will not confer any right for regular appointment.
2. The contract will be initially for a period of six months which may be extended by Competent Authority subject to the satisfactory performance and requirement of the university.
3. The contract may be terminated by giving one month's notice by either side.
4. He / She shall perform the duties assigned by the concerned officer In-charge or his/her nominee from time to time. He/ She shall maintain absolute secrecy of all the facts and documents which come to his/her knowledge during the period of his/her engagement in the discharge of duties assigned to him/her at all times.