



भारतीय प्रबंध संस्थान लखनऊ नोएडा परिसर
INDIAN INSTITUTE OF MANAGEMENT LUCKNOW NOIDA CAMPUS
B-1, Institutional Area, Sector -62, NOIDA -201307 (UP)

Advt. No. IIML/PERS/2024/06
03 June, 2024

ADVERTISEMENT FOR THE CONTRACTUAL POSITION

Indian Institute of Management Lucknow Noida Campus invites applications from interested and eligible candidates for the position of Work Assistant (on contract basis) initially for a period of one year, which may be extendable upto further two years, subject to satisfactory performance of the incumbent & need of the Institute. Posting place will be at Indian Institute of Management Lucknow Noida Campus. The details are as under:

Name of Position & Emoluments	Eligibility Criteria & Job Requirement
Work Assistant 01 post (Reserved for SC) Monthly Emoluments: Between Rs. 30,000/- to 35000/- (all inclusive). Age- Not exceeding 50 years (to be reckoned as on last date of receipt of applications)	Essential Qualifications: Graduation or its equivalent from recognized University/Institute Desirable Qualifications: (i) Knowledge of computer related tasks (ii) Working knowledge in the Executive Education Department/Centre of IIMs/IITs/or equivalent reputed education institutes. (iii) Proficient handling of projectors, audio system, computer, laptop, etc. Experience details: At least 10 (Ten) years of relevant experience.

GENERAL CONDITIONS:

1. The selected candidate will be engaged on contract basis initially for a period of 1 year, extendable upto further two years, subject to satisfactory performance of the incumbent & need of the Institute.
2. Mere fulfilling the eligibility criteria does not guarantee that the applicant will be shortlisted for the Written/Skill Test/Interview. The Institute reserves the right to restrict the number of shortlisted candidates for further recruitment process to a reasonable number on the basis of higher qualifications and/or experience. The Institute also reserves the right not to fill the post (s), if it so desires.

3. The date for the Written Test /Interview will be communicated later to the shortlisted candidates **through email ONLY**. The candidates are advised to check their email regularly.
4. The shortlisted candidates will be required to produce all original Certificates, Degrees and other documents pertaining to their educational/professional qualifications, work experience, age etc. for verification purposes at the time of the final selection process. Failure to do so may result in the cancellation of their candidature.
5. The number of posts may be increased or decreased as per need of the Institute.
6. No rounding off of percentage (%) is allowed. Candidates are required to fill their **exact percentage** of marks while filling online application form.
7. Crucial date for determining the age limit shall be the closing date for the receipt of applications.
8. **Selection Process**-The process of selection will be Written Test/Interview.
9. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the Institute reserves the right to modify, withdraw or cancel any communication made to the candidates (Applicants).
10. Candidates are advised to visit the website of IIM Lucknow (www.iiml.ac.in) regularly for any updates, amendments and corrigendum. It will be placed on the Institute website only.
11. The panel of selected waitlisted candidates will be valid for one year from the date of approval of the Competent Authority and the Institute can make appointments in the future also by operating the panel within the validity period.
12. The above position is of purely contractual nature and thus candidate (s) will have no right to claim any regularization / absorption etc. in the Institute.
13. No TA/DA or any other incidental expenses will be reimbursed to attend the WrittenTest/Interview.
- 14. The Institute also reserves the right not to fill the post (s), if it so desires.**
15. No interim correspondence will be entertained or replied to.
16. Canvassing in any form will be a disqualification.
17. Legal disputes if any will be restricted within the jurisdiction of Lucknow only.

HOW TO APPLY: - Interested and eligible candidates may submit their form online by clicking on the following Google-form link on or before **17 June, 2024 (5:00 PM)**. No any other mode of application will be entertained.

Google-form link: - <https://forms.gle/g2sd2hThu2XnumbWA>

HEAD ADMINISTRATION
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