



भारतीय प्रबंध संस्थान कोषिकोड
आई आई एम् कोषिकोड कैम्पस- पी ओ
INDIAN INSTITUTE OF MANAGEMENT, KOZHIKODE
IIM Kozhikode Campus P.O. Kozhikode- 673 570

No.29-16(01)/2018-IIMK.HR

02.05.2025

OFFICE ORDER

Sub: Transfer and Posting of Administrative Staff.

The following staff are transferred and posted to offices as mentioned below:

Sr. No.	Name & Designation	Transferred From	Posted To
1.	Mr. Nivin Sebastian, AAO	Transport	General Administration
2.	Ms. Anishma P, AAO	General Administration	Estate
3.	Ms. Sindhu J, AAO	Purchase	Transport
4.	Ms. Jijina P, Assistant	DPM	Office of Dean (FA&D)
5.	Mr. Litty Alexander, Junior Assistant	Programmes	Kochi Campus
6.	Ms. Remya V P, Junior Assistant	HR	Purchase
7.	Mr. Ubaidulla K V, Junior Executive	Kochi Campus	HR

NOTE:

1. The above mentioned staff (except for Ms. Jijina P) to complete the handing/taking over by 15 May 2025.
2. Ms. Jijina P may take over new responsibility once the registration of DPM (regular) is over in the month of June 2025.
3. The said period to be utilized by the above mentioned staff for smooth transfer of knowledge and getting familiarized with the responsibilities of the new office.

This issues with the approval of the Competent Authority.



To,

All concerned (by name)

Julius George

(Lt. Col. M Julius George (Retd.))
Head-Administration & HR

(P.T.O)

Copy to :

- (1) Office of the Director
- (2) Office of the Dean(FA&D/OEE&I/Programmes)
- (3) Office of Head-Administration & HR
- (4) Associate Dean (Kochi Campus)
- (5) Chairperson-PGP/DPM/Kochi Campus.
- (6) Consultant (GA)
- (7) SAO(Programmes)
- (8) Procurement Manager
- (9) All Faculty, Staff and Staff on contract (by e-mail)