



INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE
IIMK CAMPUS P O, KOZHIKODE-673 570

UPDATED STAFF RECRUITMENT & PROMOTION RULES, 2019
SECTION I: RECRUITMENT RULES

Department/Area: Administration

Sl. No.	Name, Classification of Post & Pay Level	Mode of Recruitment & No. of Posts	Eligibility Conditions
01	Multi-Tasking Staff Group C Pay Level-01 (Rs.18000-56900)	Direct Recruitment (01 Post)	Qualification: Pass in 10 th Standard. Experience: Nil. Age limit: 45 years.
02	Driver- Cum-Office Staff Group C Pay Level-02 (Rs.19900-63200)	Direct Recruitment (02 Posts)	Qualification: Pass in 10 th Standard and valid Light Vehicle & Heavy Vehicle Driving license. Experience: Three (03) years relevant experience in Pay Level-01 (Rs.18000-56900) or equivalent relevant service and pay. Age limit: 45 years.
03	Junior Executive Group C Pay Level-03 (Rs.21700-69100)	Direct Recruitment (05 Posts)	Qualification: Graduation in any discipline Experience: Two (02) years relevant experience in Pay Level-02 (Rs.19900-63200) or combined relevant experience of four (04) years in Pay Level-01 (Rs.18000-56900) and Pay Level-02 (Rs.19900-63200) or equivalent relevant service and pay. Age limit: 30 years.



04	Junior Assistant Group C Pay Level-04 (Rs.25500-81100)	Direct Recruitment (11 Posts)	Qualification: Graduation in any discipline. Experience: Five (05) years relevant office clerical experience in Pay Level-03 (Rs. 21700-69100) or eight (08) years relevant office clerical experience in Pay Level-02 (Rs. 19900-63200) or equivalent relevant service and pay. Age Limit: 35 years.
05	Junior Assistant Group C Pay Level-04 (Rs.25500-81100)	By Promotion (05 posts)	Eligibility: Junior Executives who have put five (05) years service in Pay Level-03 (Rs.21700-69100) as on the cut-off date. Qualification: Graduation in any discipline Age Limit: Not applicable.
06	Stores Assistant Group C Pay Level-04 (Rs.25500-81100)	Direct Recruitment (01 Post)	Qualification: Graduation in any discipline with Diploma Course in Materials Management or Degree in Materials Management Experience: Five (05) years relevant experience in Pay Level-03 (Rs.21700-69100) or Eight (08) years relevant experience in Pay Level-02 (Rs.19900-63200) or equivalent relevant service and pay. Age limit: 35 years.
07	Junior Manager Group C Pay Level-04 (Rs.25500-81100)	Direct Recruitment (01 Post)	Qualification: Graduation in any discipline Experience: Five (05) years relevant experience in Pay Level-03 (Rs.21700-69100) or eight (08) years relevant experience in Pay Level-02 (Rs. 19900-63200) or equivalent relevant service and pay. Age limit: 35 years.



