



भारतीय प्रबंध संस्थान कोषिकोड
INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE
IIM Kozhikode Campus P.O., Kunnamangalam, Kozhikode 673570
Tel: 0495 2809218/ 366

RECRUITMENT OF SENIOR SECURITY SUPERVISOR

Notification No.C-10/2021-IIMK.HR

Applications are invited for the position of **Senior Security Supervisor on contract basis for three years** (Initial period of six months will be on probation, to be confirmed based on performance) at Indian Institute of Management Kozhikode, which is an Institution of National importance under Indian Institute of Management Act, 2017. The contract period thereafter, could be extended from time to time basis based on performance.

Job Title	Senior Security Supervisor
No. of Vacancy	01
Position Type	On contract basis for Two years (Initial period of six months will be on probation, to be confirmed based on performance) which could be extended from time to time basis, based on performance.
Essential Educational Qualification	Graduation in any discipline (including graduate degree awarded for defense personnel). Diploma in Fire Safety and Security Management.
Minimum Required Experience	At least 15 years experience in Defence/Para Military forces / Police /PSU/ Industrial Organization/ Educational Institution of which At least three years as a Security Officer / Supervisory Level in a large organization where 70 or more security personnel were deployed. Should be able to write reports in English and good English communication skills. Basic knowledge of operating computer. Should be able to monitor CCTV feeds.
Desirable	Retired personnel who have served in CISF as an officer or JCO and equivalent ranks. Ex service personnel of Military/ Para Military Forces / Police department / PSU/ Industrial Organization having served in a Group A or Group B Posts. Should also have the knowledge and practical handling of firefighting equipment's and emergency response.
Age	Not below 35 years but not exceeding 55 years as on the last date for receiving application.
Remuneration	All-inclusive fixed Monthly remuneration of Rs. 32,000 per Month plus Rs. 500 as Mobile allowance.
Key Functions	The Senior Security Supervisor will be responsible to establish and operate the Institute's Central Control Room and Emergency Team. Will be responsible for the safety and security of students in campus and to ensure that no un authorised activities take place in the campus.



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	<p>Check and monitor movement of personnel, visitors and vehicles in campus.</p> <p>Ensure that no illegal items including drugs, liquor etc are allowed and consumed inside campus.</p> <p>Carry out investigations on matters related to breaches of security or other causalities and submit a detailed report of the same after due investigations.</p> <p>The candidate should be able to work in different shifts as and when required and attend, in person, to any security related emergency at the Institute.</p> <p>They are expected to go beyond the call of duty and extend work hours in cases of emergency and if any need arises.</p> <p>Be available 'on call-duty' whenever required, to provide emergency cover at all times.</p>
Mode of Selection	Interview. Date and time to be announced later.

General Information and Conditions:

1. Applications may be submitted online at the careers page of the Institute website <https://iimk.ac.in/> latest by **17.00 hrs of 07th June 2021**
2. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the notification. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled.
3. Candidates are requested to upload their certificates, photographs, Final mark lists (SSLC onwards), Experience certificate, if any and signature as per format prescribed in the online portal.
4. Mere eligibility will not entitle any candidate to be called for interview. In case a large number of applications are received, screening will be done to limit the number of candidates. Only shortlisted candidates will then be considered for online-interview.
5. Interview will be held via Zoom platform. Link will be sent through email to shortlisted candidates with details regarding time slots etc.'
6. Candidates who fail to appear via Zoom platform, on the date/time of Interview, for any technical reason/connectivity issues/bandwidth etc. will be treated as absent and no separate communication or request to re-appear later will be entertained.
7. The engagement to the above post will be purely on contractual basis and will have no right/claim for continuation or regular appointment.



8. Application without necessary documents, or incomplete in any other aspect will be summarily rejected.
9. Canvassing in any form will be a disqualification. No interim correspondence shall be entertained.
10. The Institute reserves the right to revise/reschedule/cancel/suspend the recruitment process without assigning any reason. The decision of the Institute shall be final and no appeal in this regard shall be entertained.
11. Decision of the Director, IIM Kozhikode regarding the selection will be final.
12. Last date for online application is **17.00 hrs of 07th June 2021**



Consultant (LS&A)