



Notification No. C-44/2023-IIMK.HR
RECRUITMENT OF SPORTS COORDINATOR ON CONTRACT

Indian Institute of Management Kozhikode invites applications for the contractual position of Sports Coordinator.

No. of vacant position	01 (Two)
Age Limit	Between 25-40 years (with usual relaxations)
Remuneration & Allowance	<ul style="list-style-type: none">• Consolidated monthly remuneration in the range of Rs.30,000/- to Rs.35,000/-• Telephone allowance of Rs.300/- per month
Educational Qualification	Graduation/Post Graduation in Physical Education/ Sports Science or equivalent qualification from a recognized university/Institute. OR Graduation/Post graduation in any subject with Diploma/ Certificate in Physical Education/ Sports Science or equivalent qualification from a recognized university/Institute. The Diploma/ Certificate should be obtained after completion of a course with duration of 06 months or more.
Experiences and other qualifications	a) Should have represented the University/Institute in National/State level/Inter University/ Inter College competitions in any of the following sports items: i) Football (ii) Volley ball (iii) Cricket (iv) Tennis (v) Badminton (vi) Kabaddi (vii) Swimming. b) Should have proficiency in any of the 3-4 sports items mentioned above. c) Should have at least 02 years' experience as sports instructor/coach/sports organizer/ coordinator in any Universities/ Institutes/ Colleges/ reputed educational institutions or sports academies. d) Knowledge of rules, regulations, and procedures of major track, field and indoor sports. e) Should be physically fit in all respects and free from any health issues. f) Should be able to communicate in English/Hindi. g) Computer skills to use various software programs and technologies related to sports management h) Should have basic knowledge about CPR and be capable to undertake first aid at the time of sports injuries.
Desired Profile of the candidate	<ul style="list-style-type: none">➤ A sports coordinator typically needs to have a combination of qualification, experience and skills in order to qualify for the role.➤ He/She has to coordinate various sports events conducted at the campus.➤ Familiarity with the equipment and facilities used in different sports.➤ Organizational skills to plan and coordinate events, schedules, and logistics➤ Leadership skills to manage teams, motivate sports persons and resolve conflicts➤ Attention to detail to ensure events and programs run smoothly➤ Overall, a sports coordinator should have a passion for sports and a desire to promote physical activity and healthy competition. They should also have the ability to work well under all circumstances and adapt to changing circumstances.➤ Flexibility in schedule in order to perform duties. Sometimes, the sports coordinator has to work beyond the normal working hours and also on holidays.➤ Passion for sports and/or large-scale group activities;

	<ul style="list-style-type: none"> ➤ He/She has to take over the charge of various sports facilities/equipment/grounds available in the campus. Have to ensure periodic maintenance of the items/co-ordination of repair works/ break down services/inventory management etc. ➤ Proper co-ordination and over all supervision of the manpower deployed at the various sports facilities in the campus. ➤ Any other duties assigned by the IIMK from time to time.
Date of Interview	Will be intimated later

General Information and Conditions:

1. Interested and eligible candidates may submit applications online at <https://iimk.ac.in/> latest by **5:00 pm of 08-08-2023**.
2. Candidates are requested to upload their photograph, certificates and signature, as per the format prescribed in the online portal.
3. Candidates, who have submitted their applications, are advised to visit our website/ check their emails regularly, for getting update regarding change of interview schedule, if any.
4. The engagement to the above position will purely be on contract basis for an initial period of six months. Further extensions will be subject to job requirements and performance.
5. Based on details submitted in the application, Academic & professional profiles submitted by the candidates will be shortlisted for selection process and interview.
6. Eligible applications would be screened and only shortlisted candidates will be interviewed; Time slots will be communicated by e-mail.
7. If selected, engagement will be subject to verification of all certificates and experience at the time of joining.
8. Canvassing in any form and/or bringing in any influence, political or otherwise will automatically disqualify the candidate for the position.
9. Decision of the Director, IIMK regarding the selection shall be final.

Last date for online application is 5:00 p.m. of 08-08-2023.

Dated: 11-07-2023



N. S. S.
11/07/2023
In Charge HR Office
for