



# Indian Institute of Management Kashipur

## Recruitment Notice for the post of Academic Assistant (OBHR)

-----

**Advt. No. AA-06/2022**

IIM Kashipur intends to engage **Academic Assistant (AAs)** in the Human Resource and Organisational Behaviour area on the following terms and conditions:

**Job Responsibilities:** The AAs' responsibility will be assisting faculty members in teaching (including evaluation, development of courses and teaching material, marking attendance and evaluation of participation in class), invigilation duty, research, and consultancy projects, MDPs, secretarial assistance, and other academic activities. They can also be given other responsibilities by the Institute from time to time.

### **Required Qualifications and Stipend:**

#### **Qualification:**

Post-graduate with first class. Relevant experience either in academics or industry, or an M. Phil [or higher qualifications] will be preferred. Candidates with qualifications like ACA, AICWA, B.Tech. / B.E., MCA will also be eligible.

#### **Stipend:**

An Academic Assistant with no experience will be paid a stipend of Rs. 23,000/- p.m. For every completed year of relevant academic / industrial job experience, an increment of Rs.1500/- may be recommended subject to the maximum ceiling of Rs. 27,500/- per month at the time of appointment.

#### **Duration:**

Appointments will be made purely on contract basis for a period of one year initially and renewable annually, subject to satisfactory performance, but generally limited to three years.

#### **Age:**

For AAs, the age of the candidate should be preferably below 35 years.

#### **Selection Process:**

Shortlisted candidates will be interviewed in person, by phone or online.

Mere fulfilment of the above-mentioned qualifications and experience does not entitle a candidate to be called for interview.

#### **How to Apply:**

Apply online on the following link: <http://58.84.23.59/academicobhr>

**Last Date of Application:** 13<sup>th</sup> June 2022.