



भारतीय प्रबंध संस्थान कोषिकोड

INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE

IIM Kozhikode Campus P.O., Kunnamangalam, Kozhikode 673570

Tel: 0495 2809218/366

Notification No. C-01/2022-IIMK.HR

Recruitment of Business Executive– Centre for Digital Innovation & Transformation

Indian Institute of Management Kozhikode invites applications for the contractual position of Business Executive for the Centre.

No. of position	01 (One)
Maximum Age Limit	30 years (as on the date of notification)
Remuneration & Allowance	Rs.30,000- +Rs.300 (towards telephone allowance)
Qualification	<p>B Tech in Electronics & Communication / Electrical & Electronics / Computer Science / Information Technology / MCA from a recognized University with Two years of experience in industry or research institution.</p> <p>OR</p> <p>B Tech (in Electronics & Communication / Electrical & Electronics / Computer Science / Information Technology) with MBA / MCA with MBA.</p> <p>OR</p> <p>B Tech (in Electronics & Communication / Electrical & Electronics / Computer Science / Information Technology) with MTech / ME / MS</p> <p>The candidate should have</p> <ul style="list-style-type: none">(i) Excellent oral and written English communication skills(ii) Proficiency in MS Office, Excel, Internet usage, Data collection(iii) Analytical capabilities(iv) Excellent co-ordination and inter-personnel skills
Desirable	Exposure and knowledge of emerging Digital Technologies
Role & Responsibilities	The Business Executive/ Research Associate is required to assist the Head-Center for Digital Innovation and Transformation in all activities. The job will involve multi-tasking, meeting tight schedules / deadlines, data collection and analysis, presentation, co-ordination with external agencies
Date & Time of Interview	Will be notified 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 09-02-2022**.

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; through video conference. 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.
10. Interested and eligible candidates are required to apply ONLINE through our website <https://iimk.ac.in/>

Last date for online application is 5:00 p.m. of 09-02-2022.

Dated: 12-01-2022



Consultant (GA)