

# NATIONAL INSTITUTE OF TECHNOLOGY CALICUT

NIT Campus P. O., Calicut, Kerala – 673601, India

NITC/P1/484/Centre/support staff/2022

Dated: 13-Dec-22

## **Walk-in interview for the post of Manager in Centre for International Relations and Foreign Languages (CIRFL)**

1. The Institute proposes to engage a suitable person as Manager in Centre for International Relations and Foreign Languages (CIRFL), purely on temporary basis initially for a period of 1-year subject to extension based on performance and Institute requirement. The requirement is immediate and purely for temporary purposes.
2. Interested candidates with the specified qualifications and skills sets can report for the interview on 23<sup>rd</sup> December 2022 at 9:00 in the Establishment section of National Institute of Technology Calicut.
3. The candidates should bring along with them the completed [application form](#) (attached) along with copies of relevant documents in support of your qualifications.

<b>Name of the post, Remuneration</b>	<b>Qualifications (Educational &amp; Experience) Essential &amp; Desirable</b>
<b>Manager, CIRFL</b> <b>Age:</b> Not more than 40 Years as on the date of walk in interview. <b>No. of posts:</b> 1 <b>Monthly remuneration:</b> Rs. 35,000/-	<b>Educational Qualification:</b> BE/BTech/MSc/MBA with a minimum of 55% or equivalent grade. <b>Experience:</b> Two years' experience in field of Science/Technology/ICT/Research as Scientist/Manager/Officer or an equivalent post <b>Desirable Qualification:</b> Candidates with some experience in Office Management, project management, preparation of documents such as project proposals, proposing and conducting certificate courses, event organization etc.

### **GENERAL INFORMATION FOR THE CANDIDATES**

- Mere fulfillment of required qualifications and experience does not entitle a candidate's selection.
- The selection committee may decide upon any kind of skill test or trade test for the candidates. The decision of the Institute will be final in these matters.
- The candidate is responsible for the information filled in the application form.
- Only certificates from Government/Government recognized institutions will be accepted. Due consideration will be given to SC/ST/OBC/EWS/ESM/PH candidates as per GOI rules on production of a valid certificate.
- The candidates would be required to produce the originals in support of their claims along with proper id proof. Candidates without the original certificate would be disqualified.
- No TA/DA will be paid for appearing for the selection process. Any change of dates etc. also will be communicated either by publishing in the website and thus candidates are requested to visit the website regularly.

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- No correspondence or interim enquiries will be entertained. Canvassing via phone or any other form may lead to disqualification of the candidature.
- Selected candidates will be informed by e-mail/mobile and they are expected to join immediately.
- The Institute bears the full right to cancel the above advertisement without selecting anybody.
- It also reserves the right to terminate the engagement of any personnel with appropriate notice.
- The engagement is to serve the immediate and temporary purposes of the Institute, thus will only be purely on contract/temporary basis, the above position is not against any regular post, therefore does not have any claim, implicitly or explicitly for any regular post in NIT Calicut.

**Registrar**