

भारतीय सूचना प्रौद्योगिकी अभिकल्पना एवं विनिर्माण संस्थान कर्नूल



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DESIGN AND MANUFACTURING KURNOOL

(An Institute of National Importance under Ministry of Education, Govt. of India)

Jagannathagattu, Dinnedavarapadu, Kurnool-518007, Andhra Pradesh, INDIA

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Advt. No. IIITDMK/Admin/Rect./2022/01

Dated: 21-02-2022

Advertisement for Recruitment of Hostel Resident Caretaker (on contract/Outsourcing Basis)

The Indian Institute of Information Technology Design and Manufacturing Kurnool, is a premier autonomous Institution established by the Ministry of Education (Formerly Known as Ministry of Human Resource Development) Government of India.

The Institute invites applications from Indian nationals possessing excellent academic record and relevant work experience for the following position(s) **on contract/Outsourcing Basis**.

1	Name of the post	Hostel Resident Caretaker-on contract/outsourcing basis
2	No. of Vacancies	04 (Male: 03, Female-01)
2	Consolidated monthly emoluments	INR 15,000-22,500/- per month
3	Essential Qualification	Graduate with at least two years of experience in handling Hostel in a reputed institute.
4	Desirable Qualification	Good communication skills and ability to speak English, Hindi and any other regional languages. Applicants should have a good temperament to interact with students and basic knowledge of Computer Skills (MS office, etc.)
5	Job requirements	Incumbent is expected to: To look after the hostel functioning round the clock, student welfare, activities and movements of students, vigilance, availability of food at the mess as per timings, Water, Electricity, Security, Hygiene, Maintenance of Gym, Other services providers, Maintenance of hostel inventory, repairs if any, and any other work assigned from time to time.
6	Tenure	One year, which may be extended as per the requirement of the Institute and performance.
7	Age	Not more than 50 years as on the closing date of Advertisement.

GENERAL INFORMATION / DETAILS ABOUT THE POST

1. Appointment is purely on contract/Outsourcing Basis and can be terminated at any time without any notice or compensation.
2. The appointed person shall have no claim for regularization / absorption in IITDM Kurnool.
3. The qualification prescribed should have been obtained from any University/Institution recognized by the Central/State Government.
4. Relaxation in age, educational qualification and or experience may be considered in case of exceptionally meritorious applicants, with prior approval of the Competent Authority.
5. The prescribed Essential Qualifications / Experience indicated are bare minimum and mere possession of the same will not entitle the candidates to be called for interview / selection process. In case number of applications received in response to this advertisement is large, the Institute may restrict the number of candidates to be called for written exam / skill test / interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish full details of qualifications and experience possessed in the relevant fields, over and above the minimum prescribed. Documentary evidences will be verified during the selection process.
6. No TA / DA will be admissible for appearing for the interview.
7. Selected candidate will have to join duty immediately on receipt of the offer.
8. No interim enquiries / correspondence / communication of any sort will be entertained on the matter.

HOW TO APPLY

Interested candidates fulfilling the eligibility as per the above given criteria can apply (application form is available in the Institute Website) and send their duly filled in application form to the following address by **speed post / registered post**, to the address given below.

Last date for submitting application is **01 March 2022.**

The name of the post must be super-scribed clearly on the envelope as given below:

“Application for the post of Hostel Resident Caretaker (on contract/Outsourcing Basis)”

Address:

Faculty In-charge (Student Affairs),
Indian Institute of Information Technology Design and Manufacturing Kurnool,
Jagannathagattu, Dinnedavarapadu Village,
Kurnool-518007,
Andhra Pradesh, India.

Sd/-
Registrar I/c