



भारतीय प्रबंध संस्थान कोषिकोड  
INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE  
IIM Kozhikode Campus P.O., Kunnamangalam, Kozhikode 673570  
Tel: 0495 2809218/ 366

**Notification No. C-23/2021-IIMK.HR**

**Recruitment of Senior Accounting Assistant on Contract**

Indian Institute of Management Kozhikode invites applications for the position of Senior Accounting Assistant on Contract.

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| 1. | <b>Position</b>                          | <b>Senior Accounting Assistant</b>   |
|    | <b>No. of position</b>                   | 01   |
|    | <b>Maximum Age Limit</b>                 | 40 years (as on the date of notification)  |
|    | <b>Consolidated Monthly Remuneration</b> | Rs.25750/- (plus Rs. 300/- towards telephone allowance)  |
|    | <b>Qualification &amp; Experience</b>    | B.Com/BBM/BBA and advanced Certificate Programmes in Tally offered by Tally Solutions or such similar courses with working experience of at least 05 years in Tally ERP environment. |
|    | <b>Date of Interview</b>                 | 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 09-08-2021**.
2. Candidates are requested to upload their photograph, certificates (Academics and work experience) 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, 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 original 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 09-08-2021.**

Dated: 09-07-2021



Consultant (LS&A)