

INSTITUTE OF COOPERATIVE MANAGEMENT, KANNUR

Conditions for applying for the post of Lecturer on contract

1.	Name of the Post	Lecturer
2.	Status	On Contract Basis
3.	Initial Contract Period	11 Months
4.	Number of Posts	1
5.	Age Limit	Not more than 62 years as on 31 st October 2023.
6.	Educational and Other Qualification / Experience	<p><u>Educational Qualification</u> Candidates should be a post graduate in any of the disciplines of Management (with HR Specialization) / Cooperative Management / Commerce / Sociology with 50% marks having aptitude for teaching/training/consultancy work.</p> <p><u>Essential Experience</u></p> <ol style="list-style-type: none">1. Experience in cooperative Audit, application of Cooperative Law in the management of cooperatives, documentation, service matters concerning the services of employees of cooperatives.2. Teaching/Training experience in Cooperative Training Institutions/Cooperative Department.
7.	Selection/Appointment procedure	Selection/Appointment will be made on the basis of interview/presentation conducted before a Selection Committee.

General Conditions for engagement of Lecturer will be as under :

1. Selection will be made on the basis of qualifications, experience & performance in the interview/presentation.
2. **Period of Engagement & Extension of Tenure** : The engagement as Lecturer shall be made on contract basis initially for the period of 11 months or till further orders whichever is earlier. Your engagement as Lecturer will automatically expire on completion of the period of 11 months. Renewal will be considered based on performance and requirement of Institution.
3. Remuneration per month of such appointment would be in consolidated manner as per GOI/NCCT Rules.
4. He/She will not be entitled to get any other allowance or terminal benefits for the service rendered on contract basis. However, TA as per Rules will be paid in case of official tour.
5. The offer of appointment to the selected candidates will be subject to verification of certificates/testimonials at the time of joining and on completion of other formalities.
6. Selected persons will be required to give an undertaking that he/she will not make any claim for regularization of his/her contract services at ICM, Kannur. Neither he/she will have any other claim of regular service.

7. Lecturer shall not take up any other outside assignment of any nature during the period of engagement at ICM, Kannur.
8. If any declaration given or information furnished by the candidate found to be false or if the candidate is found to have willfully suppressed any material information, he/she will be liable for termination in addition to any legal action as NCCT may deem fit.
9. The Director, ICM Kannur reserves the right to accept or reject the applications without assigning any reason.
10. His/Her services can be terminated by giving one month notice or salary in lieu thereof without assigning any reason by either parties.
11. Selected person will have to attend office at ICM, Kannur from 9.15 am to 5.45pm on all working days in a week. He/She will have to attend office on holidays or beyond office hours in case of exigency of work.
12. The nature of work includes handling of classes in Short Term training Programmes (STPs), Higher Diploma in Cooperative Management (HDCM) and Master of Business Administration (MBA). The lecturer on contract must be ready to undertake training programmes either within the campus or outside as assigned by the Director. In addition, the lecturer should take up or assist the Consultancy /Project /Research Activities of the Institute.
13. Interested candidates may download the application from the website and forward the duly filled in application to the Director, Institute of Cooperative Management, Parassinikadavu, Kannur -670563 by Post / submit directly on or before **27st November 2023**.
14. The following Documents (Self attested copies) are to be enclosed along with the application.
 - i) Aadhar Card
 - ii) Date of Birth Certificate
 - iii) Certificates of educational & professional qualifications
 - iv) Service & Experience Certificate
 - v) Two passport size photographs (one affixed in the application and the other to be enclosed along with application).

The above documents shall also be produced in original for the purpose of verification at the time of Interview/Joining.

DIRECTOR

Dated: 16/11/2023

Institute of Cooperative Management, Kannur

Annexure –1

Application for engagement as Lecturer (On contract) in the Institute of Cooperative Management , Parassinikkadavu (ICMK), a unit of National Council for Cooperative Training (NCCT), New Delhi.

1. Name :
2. Father's Name :
3. Date of Birth :
4. Nationality :
5. Present address (with Pincode, Tel/Mob No. and e-mail address)



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6. Permanent Address :
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7. Educational /Professional Qualification :

Sl No.	Qualification	University/College	Year of Passing	Percentage of marks

8. Work Experience :

Sl. No.	Organisation/Institute	Period		Nature of Work	Post held	Remarks
		From	To			

9. Subjects/Areas of interest in Training/Teaching : (Put Tick Mark)

- a) Cooperative Law
- b) Cooperative Audit
- c) Cooperative Accounts
- d) Application of Sec.80/Service Rules
- e) Documentation
- f) Arbitration and Execution
- g) Registration of Cooperatives

10. Reference with Designation , Address and Phone Number:

- i)
- ii)

DECLARATION

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. In case any information furnished by me is found false or suppression of any information, I may be terminated and if required legal action may be taken. I have read this circular and accept all the terms and conditions for engagement to the post applied by me.

(Signature)

Date