



भारतीय जन संचार संस्थान

Indian Institute of Mass Communication

(An Autonomous Institution of the Ministry of I&B, Govt. of India)

Filling up of one position of Associate (Admn. & Accounts) in IIMC Dhenkanal Campus on Contract Basis.

IIMC which is an Autonomous Society under the Ministry of Information and Broadcasting, Govt. of India proposes to fill up one position of Associate (Admn. & Accounts) on Contract Basis. The relevant details are as under:

Name of the Position	:	Associate (Admn. & Accounts)
Essential Qualification	:	Graduate from any recognized University, having proficiency in use of Computers.
Candidates Preferred	:	Candidates should be familiar with Govt. rules etc.
Job Description	:	The selected candidate will be required to handle administrative and accounts related matters of IIMC Dhenkanal Campus.
Age	:	Above 55 years but not exceeding 64 years (as on the last date of receipt of application).
Remuneration	:	Rs.45,000/- per month (consolidated)
Duration of Engagement	:	Initially for a period of 6 months. Further continuation of the selected candidate will be subject to satisfactory performance and requirement of the Institute.

Interested and eligible candidates are requested to send their CV in the enclosed proforma on email id iimcrecruitmentcell@gmail.com by 5:00 pm of 23rd August, 2022. Interview is proposed to be held through online mode. Firm date of interview like time, link, etc. will be shared with the candidates in due course.