

**भारतीय जन संचार संस्थान**  
**Indian Institute of Mass Communication**  
(An Autonomous Institution of the Ministry of I&B, Govt. of India)

**Filling up of two positions of Consultant (Admn.), one each for IIMC Aizawl and Jammu Campuses on Contract Basis.**

IIMC which is an Autonomous Society under the Ministry of Information and Broadcasting, Govt. of India proposes to fill up two positions of Consultant (Admn.), one each for IIMC Aizawl and Jammu Campus on Contract basis. The relevant details are as under:

<b>Name of the Position</b>	:	<b>Consultant (Admn.)</b>
<b>Essential Qualification</b>	:	i) Graduate from a recognized University, having proficiency in use of Computers.  ii) He should be a retired officer of Govt. of India/State Govt./Autonomous Body from the post of Under Secretary/ Deputy Director/ Deputy Secretary /Director.
<b>Desirable Experience</b>	:	Candidate should have at last 5 years experience of handling administrative work.
<b>Responsibilities of Consultant (Admn.)</b>	:	The selected candidates will be required to assist the RD, Aizawl/ RD, Jammu in handling all administrative issues of the Campus and also such other issues as may be assigned to him by the RD.
<b>Age</b>	:	Not exceeding 63 years (as on last date of advertisement).
<b>Remuneration</b>	:	Rs. 65,000/- per month. (consolidated). Pay of the selected candidate will be regulated as per relevant instructions of the Govt. of India.
<b>Duration of Engagement</b>	:	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](mailto:iimcrecruitmentcell@gmail.com) by 5:00 pm 26<sup>th</sup> June, 2023. Firm date of interview and other details will be shared with the candidates in due course.