

[N.B The Recruitment Rules given below are only for Reference; not to be submitted along with the Application form].

Ordinance No. 07 of 2020 [EC 2020-57-06 dated 18.12.2020]

Recruitment Rules for the post of Controller of Examinations

1.	Name of the post	Controller of Examinations
2.	Number of Posts	1
3.	Classification	Group A
4.	Scale of Pay	Level 14 under 7 th CPC [Pre-revised PB-4: GP 10000]
5.	Whether Selection post or non-Selection post	Not Applicable
6.	Age limit for direct recruitment	Age not more than 57 years. [Relaxations in age will be extended to Ex-servicemen and persons with disability as per Government of India norms.]
7.	Educational and other qualifications required for Direct Recruitment	<p><u>Category 1:</u></p> <p>a) Educational Qualifications- Essential: Master's Degree with at least 55% marks or an equivalent grade in point scales where grading system is followed; Desirable: Degree in Management/Law or a Ph.D degree</p> <p style="text-align: center;">[AND]</p> <p>b) At least 15 years' experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with at least 3 years' experience in educational administration</p> <p style="text-align: center;">[OR]</p> <p>Comparable experience in research establishment and / or other institutions of higher education</p> <p style="text-align: center;">[OR]</p> <p>15 years' of administrative experience in any organization, of which at least 8 years shall be as Deputy Registrar or equivalent post [Pay Level 12 and above]</p> <p><u>Category 2</u></p> <p>(a) Master (Foreign Going) / MEO Class I (Motor) Certificate of Competency;</p> <p>(b) Sailing experience of minimum of two years at Management level within the meaning of STCW Convention in force; and</p> <p>(c) A minimum of fifteen years of experience in Maritime industry in one or more of the following areas:</p> <p>(i) Sailing experience at Management level;</p> <p>(ii) Teaching Nautical Science or Marine Engineering in a recognised maritime institution;</p> <p>(iii) Nautical or Engineering Surveyor in Directorate General of Shipping or in any recognized Classification Society;</p> <p>(iv) Technical Superintendent in any reputed Ship-owning or Ship-managing company.</p> <p>(v) Management/Administrative experience at senior level in any organization in the maritime sector.</p>

8.	Whether Age & Educational qualifications prescribed for direct recruits will apply in the case of Deputationists?	Deputationists Age – Yes. Educational Qualifications: Yes.
9.	Period of probation, if any	Not Applicable.
10.	Method of recruitment.	Deputation/Direct Recruitment through Interview. In case of receipt of large number of applications, a suitable procedure as approved by the Executive Council will be adopted to shortlist candidates.
11.	If a Selection Committee exists, what is its composition?	As per Statute 21, the Selection Committee will consist of: (i) The Vice-Chancellor as Chairperson. (ii) Pro-Vice Chancellor (iii) A nominee of the Visitor (iv) Two members of the Executive Council nominated by it. (v) One person not in the service of the University nominated by the Executive Council.
12.	Remarks	(i) The Controller of Examinations shall be appointed for a term of five years and shall be eligible for re-appointment for one more term (after observance of due selection process). (ii) Age of superannuation: 62 years for Direct Recruits. For Deputationists, relevant age of the sponsoring department/agency will apply subject to a maximum of 62 years. (iii) The crucial date for determining the eligibility conditions shall be the closing date for receipt of applications from candidates. (iv) The educational qualifications must be from a university/ institution recognised by Statutory Authorities. (v) The decision of IMU regarding the relevancy of qualifications and experience shall be final. (vi) Internal Candidates selected under the direct recruitment will return to their substantive post on completion of specified tenure.