Important Instructions-Walk in Interview (IT Section Manager & Programmer)- on Contract Basis

1. Applications will be accepted in ONLINE mode (Google form) only through IMU Website. No other mode of application will be accepted.

2. **Important dates: -**
   a. The Last date of submitting online application is 13.12.2022 (before 06.00 PM).
   b. Interview Process is scheduled to be held on **14.12.2022 (Wednesday)**

3. **Timing of Selection process: -**

Name of the Post	Certificate verification process	Interview Process	Venue
IT- Section Manager	10.00 AM	11.00 AM	IMU-Headquarters, East Coast Road, Semmencherry, Sholinganallur(PO), Chennai-600119
Programmer	1.30 PM	2.30 PM	

4. Candidates should bring with them **all original certificates/testimonials** & filled in Google form and one set of **self-attested copies of certificates** regarding educational qualifications and professional experience and detailed CV/Resume.

5. Any change /revision /updation with respect to Interview will be published in IMU Website only. Interested candidates are requested to visit IMU website from time to time in this regard.

6. Candidates who have registered through IMU website on or before the above-mentioned date only be allowed to attend the selection process, if eligible.

7. No TA/DA will be paid to the candidates to attend Interview.

Other Terms and conditions: -

1. The engagement is purely on temporary basis and will not confer any right for regular appointment.

2. The contract will be initially for a period of six months which may be extended by Competent Authority subject to the satisfactory performance and requirement of the university.

3. The contract may be terminated by giving one month's notice by either side.

4. He / She shall perform the duties assigned by the concerned officer In-charge or his/her nominee from time to time. He/ She shall maintain absolute secrecy of all the facts and documents which come to his/her knowledge during the period of his/her engagement in the discharge of duties assigned to him/her at all times.