

Essential qualifications and experience for the posts notified vide IIT Madras advertisement No. IITM/R/1/2024 dated 10.02.2024

1. Chief Security Officer – 1 post (UR)

Essential: (i) Master's Degree from a recognized University with at least 55% marks or equivalent CGPA from a recognized University / Institute (ii) at least 15 years of relevant experience of which at least 5 years experience in the Supervisory capacity in the Pay Matrix Level-11 (Pre-revised PB-3: GP 6600) in Central /State Govt. or Major of the Army or equivalent rank in Navy/Air Force or its equivalent in the Police/Security cadre of Government organizations/PSUs.

2. Assistant Registrar – 2 Posts (1 UR, 1 EWS)

Essential: Master's degree with at least 55% marks or an equivalent grade on a point scale with excellent Academic record.

Desirable: Professional qualification in area of Management / Finance & Accounts. At least 8 years of relevant experience at supervisory level or equivalent post in Government/Government Research Establishments/ Universities/Statutory Organizations/ Government Organizations of high repute. Knowledge in Computer Applications and Office Automation. Experience in handling Administrative/ Finance & Accounting / Academic / Legal / Audit / Stores & Purchase / Establishment matters.

3. Sports Officer – 1 post (UR)

Essential: Graduate with Master's degree in Physical education/ Sports Science with at least 55% marks and with 5 years of relevant experience and should have represented University/Institute at State/National level and;

Should have Specialization in at least one sport such as Hockey, Athletics, Swimming, Football, Basketball, Badminton, etc.

4. Junior Superintendent – 9 Posts (3 UR, 1 EWS, 2-OBC, 2- SC, 1-ST)

Essential: Bachelor's degree in Arts/Science or Humanities including Commerce with at least 60% marks or equivalent CGPA from a recognized university with 6 years of administrative experience.

Desirable: Proficiency in use of computer office applications such as MS Word, MS Excel, etc.

5. Assistant Security Officer – 4 Posts (3 UR, 1 OBC)

Essential: Bachelor's degree with at least 60% marks or equivalent CGPA from a recognized University/Institute with Military/Police/NCC/ Fire Fighting training and;

6 years of relevant experience and able to ride light vehicle/Motorcycle.

6. Physical Training Instructor – 3 (2 UR, 1 OBC)

Essential: Graduate with Bachelor of Physical Education (B.P.Ed) or equivalent with at least 60% marks with 3 years of relevant experience in any recognized Institutions and should have represented University/Institute at State/National level and;

Should have specialization in at least one sport such as Hockey, Athletics, Swimming, Football, Basketball, Badminton, etc.,

7. Junior Assistant – 30 Posts (15 UR, 3 EWS, 8 OBC, 4 SC)

Essential: Bachelor's degree in Arts/Science or Humanities including Commerce with at least 60% marks or equivalent CGPA from a recognized University/Institute with knowledge of computer operations.

8. Cook – 2 Posts (UR)

Essential: B.Sc in Hotel Management & Catering Technology with at least 60% marks or an equivalent CGPA from a recognized University / Institute with 3 years of relevant experience
or

Three-year Diploma in Hotel Management & Catering Technology with at least 60% marks or an equivalent CGPA from a recognized University / Institute with 5 years of relevant experience.

9. Driver – 2 Posts (1 UR, 1 OBC)

Essential: 10+2 with light & heavy-duty driving license with badge plus 2 years' experience

10. Security Guard – 10 Posts (5 UR, 1 EWS, 2 OBC, 2 SC)

Essential: SSLC with Physical fitness standards. Desirable NCC certificate