

**KERALA UNIVERSITY OF DIGITAL SCIENCES, INNOVATION AND TECHNOLOGY**  
(formerly IITMK)

**Technocity Campus, Kuracode, Mangalapuram, Thonnakkal P.O.,  
Thiruvananthapuram – 695 317, Kerala**

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No. KUDSIT/ 36/ Ad A1/ 2021

Technocity, Dated 24.05.2021

**NOTIFICATION**

Kerala University of Digital Sciences, Innovation and Technology (Digital University of Kerala) was established in 2020 by the Government of Kerala by upgrading the Indian Institute of Information Technology and Management-Kerala. It is a non-affiliating research and post graduate teaching University in the State of Kerala to facilitate and promote studies, research, incubation and extension work in Digital Technologies and its application domains in Science, Engineering and Humanities.

Kerala University of Digital Sciences, Innovation and Technology invites applications from suitable candidates for the following posts (on contract basis) for the University. The appointment will be initially for a period of one year and may be extended based on the performance and further requirement.

**DETAILS OF POST, QUALIFICATION, EXPERIENCE REQUIRED**

<p><b>Job Code:</b> ACO/052021/36</p> <p><b>Academic Officer/ Deputy registrar</b></p>	<p><b>Qualification:</b> Should have a Master's Degree from a recognised University. (Ph D holders will be given preference subject to their experience in Academic Administration and allied matters)</p> <p><b>Experience:</b></p> <p>1. A person having experience of 5 years as Academic Officer/ Dy. Registrar or above in a reputed University or a Centrally Funded Technical Institute</p> <p>OR</p> <p>A person with a minimum experience of 10 years at the level of Assistant Registrar or above in a reputed University or a centrally Funded Technical Institute</p> <p>2. Should have thorough knowledge in academic matters and in the conduct of examinations in a University</p> <p><b>Age Limit:</b> Shall not exceed 50 years as on the date of notification</p> <p><b>Remuneration:</b> Rs. 40000/ per month</p>
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### **How to Apply:**

Applications shall be submitted **on-line latest by 5 pm on 06.06.2021.** The online application form is available at <https://www.duk.ac.in/careers>

Applications received thereafter shall not be entertained. The candidates must bring all original certificates/testimonials to prove their credentials at the time of interview. The date and time of the interview will be intimated only through E-mail/mobile. The candidates are, therefore, advised to check their email regularly after the last date of receipt of application.

### **OTHER TERMS & CONDITIONS**

1. The full-time contract appointment will be initially for a period of one year and may be extended based on the performance and requirement
2. The candidates must ensure that he/she possesses the required qualifications and experience for the post.
3. If the documents/information submitted by any candidate are found incorrect/false at the time of the interview, his/her candidature will stand cancelled. If any shortcomings are detected after appointment, his/her services are liable to be terminated.
4. KUDSIT has the right to reject the candidature of any candidate at any stage without assigning reason thereof and the decision of KUDSIT will be final.
5. KUDSIT has the right to cancel the advertisement or entire selection process at any stage and the decision of KUDSIT shall be final in this regard.
6. No TA/DA shall be provided to the shortlisted candidates for attending test / interview.

**Sd/-  
Registrar**