

No. : I-12/1/2021-HR  
Indian Institute of Corporate Affairs  
(An Autonomous body under Ministry of Corporate Affairs)

IMTManesar, DistrictGurugram  
Date:23.06.2021

**VACANCY DETAILS**

**Subject: - Filling up of the post of Course Coordinator/ Head- Centre for Insolvency & Bankruptcy on purely contractual basis in Indian Institute of Corporate Affairs.**

Indian Institute of Corporate Affairs (IICA), Manesar has been established as an autonomous institution and registered under the Societies Registration Act, 1860 (21 of 1860) by Ministry of Corporate Affairs (Government of India). The institute campus, spread across a sprawling 14-acres, has state-of-the art infrastructure. Its main building is eight stories high and is eco-sensitive. The campus has residential blocks, hostel facilities for staff and students, recreational centre, a well-stocked library, an in-house auditorium and an efficient knowledge management system.

2. Applications in the prescribed format (as per Annexure-A of the advertisement) are invited from eligible candidates for recruitment to post of Course Coordinator / Head, Centre for Insolvency & Bankruptcy in Indian Institute of Corporate Affairs (IICA), IMT Manesar as per following details:-

Name of Post	Course Coordinator/ Head- Centre for Insolvency & bankruptcy
Number of Posts	1
Subject	Insolvency Law
Mode of Selection	Purely Contractual basis.
Consolidated pay for contract	Rs. 1,75,000 – 2,25,000 per month.
Eligibility Criteria	Essential: LLM with at least 10 years experience Desirable : PhD
Age Limit	56 years
Place of Duty	IMT Manesar, However, the incumbent may be posted in Delhi – NCR also.
Last date of receipt of applications	16.07.2021 by 5.00PM

2. The details regarding qualifications, experience and other eligibility conditions required for the post are indicated in table above.

3. Only shortlisted candidates/having more length of service and experience in the relevant field fulfilling the eligibility conditions shall be called for interview.

4. The candidates are required to send their applications, complete in all respects, along with the requisite documents to “Administrative Officer-III, Indian Institute of Corporate Affairs, Plot No.6,7 & 8, Sector-5, IMT Manesar, District-Gurugram (Haryana), PIN-122 052 or E-mail: hr@iica.in.

Sd/-  
(AnilKumar)  
AdministrativeOfficer  
Phone:0124-2640086

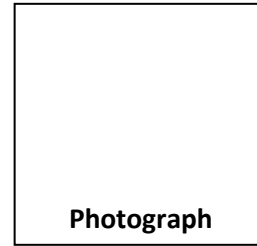
**Format of the application for Course Coordinator- (Head, Centre for Corporate Law) on contractual basis**

1. Name of the candidate:

2. Date of birth:

3. Post applied for:

4. A) Educational Qualifications:



(Mention the degree, University, class/division/marks starting from high school Chronologically)

Examination	School/College/Institute	Board/University	Percentage of Marks

B) Professional membership, if any :

5. List of Publications, if any (attach a separate sheet)

(Publications in newspapers and popular magazines will not be considered)

Peer-reviewed international journals

Peer-reviewed national journals Chapters in books

Books

**6. Academic Experience**

Name of the Institution/organization	Duration		Designation	Full time/part time
	From	To		
<b>Total Academic Experience</b>				____ Year ____ Month

**7. Industry/Professional experience**

Name of the Institution/organization	Duration		Designation	Full time/part time
	From	To		

<b>Total Industry/Professional experience</b>				____ Year ____ Month

**8. Training, if nay received, which is relevant to the post appliedfor:**

Name of the relevant Training Programme	Duration		Designation fromwhere received	Nature of Training received	Remarks
	From	To			

9. (i) Present postheld:

(ii) Full scale of pay:

(iii) Present pay:

(iv) Date from which held:

(v) Date of retirement under the rules:

10. (i) Present postal address with Pin Code Number:

(ii) Telephone No ..... (Off.) Residence ..... Mobile ..... Email: .....

11. Any other relevant information

Signature of the Candidate

Date:

**DECLARATION**

**I CERTIFY THAT THE FOREGOING INFORMATION IS CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF AND NOTHING HAS BEEN CONCEALED/ DISTORTED. IF AT ANY TIME I AM FOUND TO HAVE CONCEALED / DISTORTED ANY MATERAIL INFORMATION, MY APPOINTMENT SHALL BE LIABLE TO BE SUMMARILY TERMINATED WITHOUT NOTICE / COMPENSATION**

**Place:**

**Date:**

**Signature of theCandidate**