



भारतीय प्रबंध संस्थान कोषिकोड

INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE

IIM Kozhikode Campus P.O., Kunnamangalam, Kozhikode

Kerala State, India – PIN 673570

Tel: 0495 2809160/ 366

RECRUITMENT OF ACADEMIC ASSOCIATE

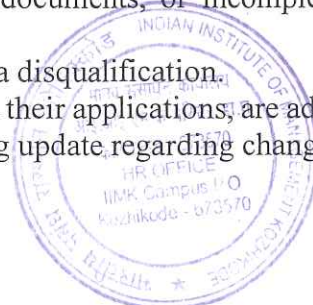
Notification No. C-01/2026-IIMK.HR

Indian Institute of Management Kozhikode invites online applications for selection/ empanelment to the contractual position of Academic Associate for its **Kochi Campus**.

Qualification	MBA / M Tech/ MSc. Mathematics / Statistics/ Finance/ Economics/ Physics/ Electronics/ Computer Science/ Information Technology/ M.A Economics/ M. Com from a recognized University. Skills (i) Strong communication skills in English and MS office proficiency (Excel/Word/PowerPoint) (ii) Desirable to have knowledge in Statistics, Analytical Tools (SPSS/R/Python/Stata/Advanced Excel) and LMS/Moodle.
Maximum age limit	35 years (as on the date of Notification) Age relaxation as per the Government of India norms in respect of SC / ST / OBC/PwD will apply.
Monthly Remuneration & Allowance	Rs.26,300/- (including Rs.2000 as financial support for accommodation & Rs.300/- as Telephone Allowance)
Date & time of Interview	To be announced later
Job Location	IIMK-Kochi Campus

General Information and Conditions:

1. IIMK- Kochi Campus normally functions six days a week with weekly off on Wednesday. Office hours are flexible suiting to class timings.
2. Applications may be submitted online at the careers page of the Institute website <https://iimk.ac.in/> latest by **5:00 p.m of 01.02.2026**.
3. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the notification. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled.
4. Candidates in the empaneled list may be considered on functional basis.
5. Candidates are requested to upload their certificates, photographs, Final mark lists (SSLC onwards), community certificates in case of SC/ST/OBC/EWS, CV, Experience certificate, if any and signature as per format prescribed on the online portal.
6. Application without necessary documents, or incomplete in any other aspect will be summarily rejected.
7. Canvassing in any form will be a disqualification.
8. Candidates, who have submitted their applications, are advised to visit our website/ check their emails regularly, for getting update regarding change of interview schedule, if any.



9. The engagement to the above position will purely be on contract basis for a period of one year. Extension, if any will be subject to job requirements and performance.
10. Applications will be screened and shortlisted candidates alone will be interviewed; through video conference. Time slots will be communicated by e-mail.
11. If selected, engagement will be subject to verification of all certificates and experience at the time of joining.
12. Institute reserves the right to revise/reschedule/cancel/suspend the recruitment process without assigning any reason. The decision of the Institute shall be final and no appeal in this regard shall be entertained.
13. Decision of the Director, IIMK regarding the selection will be final.

Last date for online application is 5:00 p.m. of 01.02.2026

Dated: 12.01.2026

J. K. Singh
12/01/2026

AO (HR-Staff Matters)



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IIM Kozhikode Campus P.O.

Role of Academic Associates

Following roles are to be performed by the Academic Associates during their tenure at IIM Kozhikode. The list is not exhaustive and therefore, they have to undertake new roles as and when assigned on functional and need basis.

- (a) To assist faculty members in course design. This includes assistance in preparation/ revision of course outline, reading materials, class handouts and PPTs.
- (b) To prepare grade sheet using prescribed format.
- (c) Monitoring class participation, marking and tabulation of student attendance
- (d) To perform invigilation duty during examinations and quizzes.
- (e) To aid in class activities/ games conducted for students.
- (f) To work with Virtual Class Room platform/software.
- (g) To support Research Office in conducting of Conferences, seminars, workshops.
- (h) To provide secretarial assistance to faculty members.
- (i) To assist faculty in preparing research report, case writings and academic publications.
- (j) To make use of standard research methods and methodology
- (k) Research related tasks allotted by faculty from time to time. Conducting literature survey and database searches.
- (l) To prepare seating plan of students for each course.
- (m) Other official tasks as allotted by IIMK-Kochi Office.

