



भारतीय प्रबंध संस्थान कोषिकोड

INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE

IIM Kozhikode Campus P.O., Kunnammangalam, Kozhikode,
Kerala State, India - PIN 673570, Tel: 0495 2809160/ 366

RECRUITMENT OF BUSINESS EXECUTIVE ON CONTRACT

Notification No. C - 62/2026-IIMK.HR

Applications are invited for the filling of contractual position of Business Executive at Indian Institute of Management Kozhikode.

Name of Position	Business Executive (on contract)
No. of vacancies	02 (One for IIM Kozhikode Campus and one for Kochi Campus of IIMK)
Essential Qualification & Experience	Post-Graduation/ MBA in any discipline from a recognized University/ Institute. Experience Five years' relevant experience with a monthly salary of Rs. 35,000/- and above OR 10 years' relevant experience with a monthly salary of Rs. 25,500/- and above. Relevant Experience Means "experience in a reputed government/ corporate sector/ education institution dealing with high end clients". Details of experience may please be elaborated in the application/ CV for perusal and consideration while shortlisting.
Required Attributes	Excellent oral and written communication skills. Proficiency in MS Office, Excel, Power Point, Internet Usage, data collection and analysis.
Roles & Responsibilities	The Business Executive must be expert in written and spoken communication, must be goal-driven and have the ability to lead a team. The job will involve multi-tasking, meeting deadlines, data collection and analysis, presentation, proof reading of documents and reports, working beyond office hours including holidays and working under pressure.
Consolidated Monthly Remuneration	Rs. 56,300/-* (including Rs.300/- towards telephone allowance) *If the job location is Kochi, the selected candidate be eligible for an additional financial support of Rs. 3,500/- per month towards accommodation.
Maximum Age Limit	40 years (as on the date of notification)
Date & Time of Interview	To be announced
Job Location	IIM Kozhikode Main Campus/Kochi Campus

General Information and Conditions:

- Interested and eligible candidates may submit applications online at <https://iimk.ac.in/> latest by **5:00 pm of 06.09.2026**.
- Candidates are requested to upload their photograph, certificates, CV and signature, as per the format prescribed in the online portal.
- Candidates, who have submitted their applications, are advised to visit our website/ check their emails regularly, for getting update regarding interview schedule, if any.



4. The engagement to the above position will purely be on contract basis for an initial period of one year. Further extensions will be subject to job requirements and performance.
5. Based on details submitted in the application, candidates will be shortlisted for selection process and interview.
6. Eligible applications would be screened and only shortlisted candidates will be interviewed; through video conference. Time slots will be communicated by e-mail.
7. **If selected, engagement will be subject to verification of all certificates and experience at the time of joining.**
8. Canvassing in any form and/or bringing in any influence, political or otherwise will automatically disqualify the candidate for the position.
9. Decision of the Director, IIMK regarding the selection shall be final.

Last date for online application is 5:00 p.m. of 06.09.2026

Dated: 17.08.2026

J. I. h. n.
17/08/2026
AO (HR-Staff Matters)

