

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH
Taramani, Chennai – 600 113

INFORMATION TO THE CANDIDATES

1. Name of the Post : **ASSISTANT PROFESSOR OF EDUCATIONAL MANAGEMENT**
2. Number of Post : 1 (One) {Reserved for OBC}
3. Pay Scale in the Pay Matrix : Level – 10 (Rs.57,700-98,200)
(As per 7th CPC)
4. Upper age limit : Maximum 35 Years
5. Job location : Chennai.

6. Qualifications and Experience:

The qualifications and experience will be as per AICTE, New Delhi Gazette Notification dated 01st March, 2019 (F.No.61-1/RIFD/7th CPC/2016-17) for the post of Assistant Professor of Educational Management as follows:

(A) Essential

First class Bachelor's Degree in any discipline and Master's Degree in Business Administration/ PGDM/C.A./ICWA/M.Com. with First Class or equivalent and two years of Professional experience after acquiring the Master's degree.

Note :

If a Class / Division is not awarded, minimum of 60% marks in aggregate shall be considered as equivalent to First Class / Division. If a Grade Point System of 10.0 scale is adopted the CGPA will be converted into its equivalent percentage of marks as indicated below: 6.25 = 55%, 6.75 = 60%, 7.25 = 65%, 7.75 = 70% and 8.25 = 75%.

(B) Desirable

- Ph.D. in Management / Business Administration / Educational Management
- Minimum two-years of Teaching, Research and Industrial experience in a reputed organization after acquiring Master's Degree
- Published work and IPR: such as Research papers, Patents Filed / Obtained, Books, and / or Technical Reports.
- Experience of Guiding the Project work / Dissertation of PG / Research (Ph.D.) Students or PI or Co-PI of R&D Projects.
- Integration of information technology in the specific area of specialization.
- National / International Research Projects handling.
- Conducting Training / Seminars / Workshops for faculty and staff.
- Participation in Curriculum Design / Development / Revision.
- Instructional Material Development.

Job Description:

Name of the Post: ASSISTANT PROFESSOR OF EDUCATIONAL MANAGEMENT

- To remain up-to-date in terms of knowledge, information and competencies with regard to latest innovations and advances in Educational Management.
- To organize / co-ordinate the relevant short-term and long-term training programmes, workshops and other activities in the discipline of Educational Management by adopting inter-disciplinary approach.
- To develop Instructional Materials and Media in Educational Management and train Technical Teachers.
- To organize micro-teaching sessions for improvement of communication skills of teachers.
- To develop the curriculum and implement relevant (i) to managerial skills for administrators in technical education, (ii) to leadership development of principles / Academic instructors in technical education; (iii) the motivation of and attitude development for the faculty for technical educations and (iv) to stress management of technical teachers at work place.
- To organize training programme in corporate sector on the subject of Management Development.
- To assist the Head of the Department in efficient organization of short-term and long-term programmes, Workshops and other departmental activities.
- To carry out any other work that may be assigned by the Director towards fulfillment of the vision of the Institute. For the larger interest of the Institute, the candidate may be transferred to any extension centres of the institute located at Bangalore, Hyderabad, Kalamassery and Vijayawada.
