



भारतीय समुद्री विश्वविद्यालय INDIAN MARITIME UNIVERSITY

(A Central University, Government of India)

Established by an Act of the Parliament in 2008

Visakhapatnam Campus, Vangali, Tekkalipalem, Sabbavaram (MD)

Visakhapatnam-531035. Phone : 0891-2890600, www.imuv.edu.in, GST37AAAAI2610K2ZV

Public Notice

Walk-in Interviews

It is to inform that, applications are invited from interested & eligible candidates to attend walk-in interviews scheduled to be held on 13.10.2025 (Monday) from 11.00 hrs till 12.00 hrs for the following posts on outsourcing basis through third party service provider.

The posts are:

- | | | |
|-------|------------------------------|-----------|
| (i) | Senior Assistant (Finance) | - 01 nos. |
| (ii) | Assistant | - 03 nos. |
| (iii) | Junior Engineer (Electrical) | - 01 nos. |
| (iv) | Female Warden (night duty) | - 01 nos. |

Eligibility Criteria for the aforementioned posts are enclosed as annexure.

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Campus Director

Eligibility Criteria for the post of Senior Assistant (Finance)

1.	Name of Post	Senior Assistant (Finance) (Outsourcing)
2.	Number of posts	01
3.	Age-limit	Age not more than 40 years
4.	Educational and other qualifications	<u>Essential:</u> A Bachelor's Degree in Commerce/ Mathematics /Statistics from a recognized University with a minimum of 55% of marks or its equivalent grade. Minimum of 6 years of sound knowledge and prior experience in accounts or finance related functions including budgeting, expenditure tracking, statutory compliances, Audit coordination and preparation of Annual Accounts. Working knowledge of Information & Communication Technology, Tally ERP, Saral Pay pack and TDS Software
5.	Remarks	Preference will be given to candidates with post-graduation in commerce. Preference will be given to the candidates worked in Govt. (Central/State)/PSUs/Autonomous Bodies (Central/State)/Universities and other HEIs
6.	Remuneration	Rs. 44,900/- (Consolidated) subject to statutory deductions

Eligibility Criteria for the post of Assistant

1.	Name of Post	Assistant (Outsourcing)
2.	Number of posts	03
3.	Age-limit	Age not more than 35 years
4.	Educational and other qualifications	<u>Essential:</u> Any Bachelor's degree from a recognized University with a minimum of 55% of marks or its equivalent grade. 2-3 years of prior experience of working Working knowledge of Information & Communication Technology and MS Office like MS-Word, MS-Excel, PPT. Must possess good communication and typing skills
5.	Remarks	Preference will be given to candidates with post-graduation Preference will be given to the candidates worked in Govt. (Central/State)/PSUs/Autonomous Bodies (Central/State)/Universities and other HEIs
6.	Remuneration	Rs. 27,000/- (Consolidated) subject to statutory deductions

Eligibility Criteria for the post of Junior Engineer (Electrical)

1.	Name of Post	Junior Engineer (Electrical) (Outsourcing)
2.	Number of posts	01
3.	Age-limit	Age not more than 40 years
4.	Educational and other qualifications	<p><u>Essential:</u></p> <p>(i) B.E./ B.Tech in Electrical Engineering from recognized University (or) Diploma (Electrical)</p> <p>(ii) Certificate of minimum of 11KV Electrical Supervisory License issued by Govt. of Andhra Pradesh</p> <p><u>Work Experience</u></p> <p>a) For B.E holder with minimum of Three (03) years relevant Experience</p> <p>b) For Diploma holder with minimum of Five (05) years relevant Experience (Note: Candidates having experience of working in Central/State universities/educational institutions for a minimum period of 03 years are preferable)</p> <p><u>Candidates are expected to be capable to handle below listed tasks/responsibilities: -</u></p> <p>i) Handling day-to-day maintenance of University buildings.</p> <p>ii) Maintenance of HT VCB Panels & LT Panels, DG Sets, Lifts, UPS, AC Systems, RO Plants and other Electrical Equipment</p> <p>iii) Supervision of under-construction Projects</p> <p>iv) Maintenance of files, records, etc. as per Govt. & IMU norms</p> <p>v) Capacity to co-ordinate & liaison with CPWD and other Govt. agencies.</p>
5.	Remarks	<p>Preference will be given to candidates with graduation.</p> <p>Preference will be given to the candidates worked in Govt. (Central/State)/PSUs/Autonomous Bodies (Central/State)/Universities and other HEIs</p>
6.	Remuneration	Rs. 35,400/- (Consolidated) subject to statutory deductions

Eligibility Criteria for the post of Female Hostel Warden

1.	Name of Post	Hostel Warden (Outsourcing)
2.	Number of posts	01
3.	Age-limit	Age not more than 35 years
4.	Educational and other qualifications	<p><u>Essential:</u></p> <p>Any Bachelor's degree from a recognized University with a minimum of 55% of marks or its equivalent grade.</p> <p>Must possess good communication skills.</p> <p>Must be able to speak English & Hindi</p>
5.	Remuneration	Rs. 30,000/- (Consolidated) subject to statutory deductions