



**KERALA IRRIGATION INFRASTRUCTURE DEVELOPMENT CORPORATION. LTD
THIRUVANANTHAPURAM**

NOTIFICATION.

No. KIIDC/75/2023-LO

06 July 2024

Kerala Irrigation Infrastructure Development Corporation (KIIDC) invites applications from qualified and experienced professionals as **Assistant , Office Attendant ,and Marketing Executive** on contract basis. The desirous eligible candidates may send their detailed bio data to KIIDC in the prescribed format. (Which is attached with this notification)

The last date for submission : 22nd July .5.P.M

Sl. No.	Post	Qualification	Work Experience	Upper Age Limit ¹
1.	Assistant.	<i>Degree in any discipline from a recognized university and Working Knowledge of computer software is mandatory.</i>	<i>Minimum 1 year experience in related field .</i>	<i>Below 35 years as on 01-01-2023</i>
2.	Office Attendant	<i>Pass in S.S.L.C examination or its equivalent.</i>	<i>Experience in office related matters is desirable. Physically fit to do all types of office works.</i>	<i>Below 35 years as on 01-01-2023</i>
3	Marketing Executive	<i>Degree in any discipline from a recognized university</i>	<i>Minimum 1 year experience in marketing field is mandatory.</i>	<i>Below 30 years as on 01-01-2023</i>

General Instructions:

1. Candidates should submit the application in hardcopy. No other means/mode of application will be accepted.
2. Should be attached recent passport size photo with all relevant documents to prove age, qualification and experience. Without documents the applications will not be considered.
3. **Monthly consolidated remuneration is fixed as @ Rs. 22,000/-per month for Assistant and Rs.20,000/-per month for Office Attendant.**

4. **Monthly consolidated remuneration is fixed as @ Rs. 22,000/ per month plus incentive for Marketing Executives.**
5. Delayed application could not be accepted at any reason.
6. Please note that no change of application data will be permitted at any stage after submission of application.
7. The candidate must possess prescribed qualification certificate from a recognized universities/ Institutions which is approved by the Kerala Public Service Commission.
8. The candidate must possess qualification certificate of the necessary qualification at the time of submission of application.
9. Please note that all the particulars mentioned in the application including Name of the Candidate, Category, Date of Birth, Address, Mobile Number, Email ID, qualification, experience etc. will be considered as final and no change/modifications will be allowed after submission of the application form. Candidates are hence advised to fill in the application form with utmost care as no correspondence regarding change of details will be entertained. KIIDC will not be responsible for any consequences arising out of furnishing of incorrect and/or incomplete details in the application or omission to provide the required details in the application form.
10. If the applicant possesses an equivalent qualification, he/she should also attach the equivalency certificate along with the qualification certificate or else the application will not be considered.
11. The candidate must possess prescribed qualification certificate from a recognized universities/ Institutions which is approved by the Kerala Public Service Commission
12. Any information submitted by an applicant in his/ her application shall be binding on the candidate personally and he/she shall be liable for prosecution/ civil consequences in case the information/ details furnished by him/ her are found to be false at a later stage.
13. Applicants need to attach a valid certificate for every experience he/she mentioned. In the case of the latest/current experience an affidavit bearing all details (*name of organization, designation, period, task and duties*) shall be attached. The copy of appointment letters, salary certificates, pays slips etc. will not be accepted in lieu of work experience certificate.
14. Decision of the concerned authority in all matters relating to recruitment will be final and binding on the candidates. No correspondence or personal enquiries shall be entertained in this regard.
15. Intimations will be sent by email and/ or SMS only to the email ID and mobile number registered in the online application form. **KIIDC shall not be responsible if the information/ intimations do not reach candidates in case of change in the mobile number, email address, technical fault or otherwise, beyond the control of KIIDC and candidates are advised to check their registered e-mail account from time to time during the recruitment process.**
16. Canvassing in any form will be a disqualification.

Sd/
Authorized Signatory

**Managing Director
KIIDC
TC.84/3(Old 36/1)
NH 66 Bypass Service road.
Enchaikal Jn, Chackai.P.O.
Thiruvananthapuram, 695024.**