

IIMT/EST-II/R-01/2025-26

December 23, 2025

**RECRUITMENT FOR NON-FACULTY POSITIONS
(REF. NO. EST-II/A-02/2025/004, DATED 14.11.2025)**

Name of Post: Senior Administrative Officer Gr-II

A. List of Screened-In Applicants:

The applicants below have been screened-in for the further process with reference to Advt. no. cited above. The applicants are requested to produce all original documents/certificates as per the recruitment notification at the time of Certificate Verification on the day of the selection process. Failure to produce the required original documents/certificates at the time of certificate verification as per the recruitment notification will automatically lead to 'Screened Out' status for further process. The list below is not in order of merit.

Sl. No.	Application ID
1.	A0225SAOGR2016
2.	A0225SAOGR2040
3.	A0225SAOGR2041
4.	A0225SAOGR2049
5.	A0225SAOGR2065

Sl. No.	Application ID
6.	A0225SAOGR2071
7.	A0225SAOGR2072
8.	A0225SAOGR2097
9.	A0225SAOGR2105
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B. List of Conditionally Screened-In Applicants:

The applicants below are Conditionally Screened-In due to the reason mentioned in the remarks column. The applicants are requested to submit the required documents mentioned in the remarks column not later than **1.00 PM on December 26, 2025**. All the documents should be submitted through email only (nt.careers@iimtrichy.ac.in), and any other medium will not be accepted. The documents submitted after the due date and time will not be considered for further processing.

The Conditionally Screened-In applicants may be considered under the Screened-In list, subject to the submission of the required valid shortfall documents within the due date mentioned above. The applicants who have failed to submit the valid shortfall documents within the due date shall be placed under the Screened-Out list, and they shall not be allowed to participate in the further process. The decision of the institute shall be final and binding.

Sl. No.	Application ID	Remarks
1.	A0225SAOGR2008	MBA Degree Certificate to be Submitted.
2.	A0225SAOGR2015	Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)
3.	A0225SAOGR2034	MBA Degree Certificate to be submitted. Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)
4.	A0225SAOGR2050	Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)

5.	A0225SAOGR2058	MBA Degree certificate to be produced. Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)
6.	A0225SAOGR2069	MBA Degree Certificate to be submitted. Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)
7.	A0225SAOGR2082	Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)
8.	A0225SAOGR2088	Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)
9.	A0225SAOGR2103	Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)
10.	A0225SAOGR2104	MBA Degree certificate (Full view with signature) to be produced. Proof to be submitted for post-qualification experience in Level-10 (Post Qualification - Three Years In Level 10)

C. List of Screened-Out Applicants

The applicants mentioned in the below table are Screened-Out for the reasons specified against their Application ID in the Remarks Column.

Any representations with valid documentary proof(s) may be addressed through email only (nt.careers@iimtrichy.ac.in) not later than **1:00 PM on December 26, 2025** and any other medium will not be accepted. The representations submitted after the due date and time will not be considered. The decision of the institute shall be final and binding.

Sl. No.	Application ID	Remarks
1.	A0225SAOGR2003	Not met the Essential Educational Qualification
2.	A0225SAOGR2005	Irrelevant Experience Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
3.	A0225SAOGR2011	Lack of Post Qualification Experience as per the requirement of the recruitment notification
4.	A0225SAOGR2012	Not met the Essential Educational Qualification
5.	A0225SAOGR2013	Not met the Essential Educational Qualification
6.	A0225SAOGR2014	Irrelevant Experience Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
7.	A0225SAOGR2017	Irrelevant Experience Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
8.	A0225SAOGR2018	Lack of Post Qualification Experience as per the requirement of the recruitment notification
9.	A0225SAOGR2020	Not met the Essential Educational Qualification

10.	A0225SAOGR2021	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
11.	A0225SAOGR2025	Not met the Essential Educational Qualification
12.	A0225SAOGR2026	Duplicate Application
13.	A0225SAOGR2027	Irrelevant Experience
14.	A0225SAOGR2030	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
15.	A0225SAOGR2033	Lack of Post Qualification Experience as per the requirement of the recruitment notification
16.	A0225SAOGR2035	Not met the Essential Educational Qualification
17.	A0225SAOGR2036	Not met the Essential Educational Qualification
18.	A0225SAOGR2037	Not met the Essential Educational Qualification
19.	A0225SAOGR2038	Not met the Essential Educational Qualification
20.	A0225SAOGR2039	Lack of Post Qualification Experience as per the requirement of the recruitment notification
21.	A0225SAOGR2042	Not met the Essential Educational Qualification
22.	A0225SAOGR2043	Irrelevant Experience
23.	A0225SAOGR2045	Not met the Essential Educational Qualification
24.	A0225SAOGR2046	Lack of Post Qualification Experience as per the requirement of the recruitment notification
25.	A0225SAOGR2047	Irrelevant Experience
26.	A0225SAOGR2051	Lack of Post Qualification Experience as per the requirement of the recruitment notification
27.	A0225SAOGR2054	Not met the Essential Educational Qualification
28.	A0225SAOGR2055	Lack of Post Qualification Experience as per the requirement of the recruitment notification
29.	A0225SAOGR2059	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
30.	A0225SAOGR2062	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
31.	A0225SAOGR2063	Not met the Essential Educational Qualification
32.	A0225SAOGR2066	Not met the Essential Educational Qualification
33.	A0225SAOGR2067	Not met the Essential Educational Qualification
34.	A0225SAOGR2070	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
35.	A0225SAOGR2073	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
36.	A0225SAOGR2076	Not met the Essential Educational Qualification
37.	A0225SAOGR2077	Lack of Post Qualification Experience as per the requirement of the recruitment notification
38.	A0225SAOGR2079	Not met the Essential Educational Qualification
39.	A0225SAOGR2080	Lack of Post Qualification Experience as per the requirement of the recruitment notification

40.	A0225SAOGR2081	Not met the Essential Educational Qualification
41.	A0225SAOGR2086	Irrelevant Experience
42.	A0225SAOGR2087	Not met the Essential Educational Qualification
43.	A0225SAOGR2089	Lack of Post Qualification Experience as per the requirement of the recruitment notification
44.	A0225SAOGR2090	Lack of Post Qualification Experience as per the requirement of the recruitment notification Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
45.	A0225SAOGR2091	Not met the Essential Educational Qualification
46.	A0225SAOGR2092	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
47.	A0225SAOGR2093	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
48.	A0225SAOGR2096	Not met the Essential Educational Qualification
49.	A0225SAOGR2098	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
50.	A0225SAOGR2099	Lack of Post Qualification Experience as per the requirement of the recruitment notification
51.	A0225SAOGR2100	Lack of Post Qualification Experience as per the requirement of the recruitment notification
52.	A0225SAOGR2102	Not met the Essential Educational Qualification
53.	A0225SAOGR2107	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
54.	A0225SAOGR2108	Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
55.	A0225SAOGR2109	Irrelevant Experience
56.	A0225SAOGR2110	Irrelevant Experience Not met the required Pay Level as per the Recruitment Notification (Post Qualification - Three Years In Level 10)
57.	A0225SAOGR2111	Not met the Essential Educational Qualification

Note:

1. The online applications submitted by the candidates were scrutinized with reference to the advertised eligibility conditions. Short-listing was done based on the details provided by the applicants in their applications.
2. In case any candidate finds a discrepancy in shortlisting, they may submit their representation with adequate details and valid documentary proof(s) by sending an email with the subject “**SAO GR-II - Representation on Shortlisting – EST-II/A-02/2025/004**” to the email id nt.careers@iimtrichy.ac.in, latest by **1.00 PM on December 26 2025**. Any representation received after the due date and time shall not be considered under any circumstances.
3. The admittance to the selection process is purely provisional and subject to confirmation that they satisfy the prescribed eligibility conditions. The issue of an Admit card to a candidate for the selection process does not imply that their candidature has been found eligible.



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Indian Institute of Management Tiruchirappalli

4. The original documents will be verified at the time of document verification on the day of the selection process. If it is detected that the documents submitted by the candidates are fake or that the candidate has suppressed any information that might lead to non-eligibility for the post, their candidature shall be liable to be terminated.
5. The Institute shall verify the genuineness of all the documents/certificates, character, and antecedents of the applicants who are considered for final offer.
6. The Admit card for the selection process will be sent to the registered email id of the provisionally shortlisted candidates.
7. The details of further processes shall be published on the Institute website. The applicants are advised to see the Institute website regularly for further updates.
8. All other points mentioned in the recruitment notification are final and binding.

Sd/-

Coordinator

Non-Faculty Recruitment Process