



# भारतीय प्रबन्धन संस्थान तिरुचिरापल्ली

## Indian Institute of Management Tiruchirappalli

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

December 24, 2025

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

**Name of Post: Administrative Officer**

#### **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.	A0225AO008
2.	A0225AO023
3.	A0225AO028
4.	A0225AO096
5.	A0225AO100
6.	A0225AO105
7.	A0225AO112
8.	A0225AO113
9.	A0225AO129
10.	A0225AO137
11.	A0225AO163
12.	A0225AO166
13.	A0225AO177
14.	A0225AO183

Sl. No.	Application ID
15.	A0225AO200
16.	A0225AO202
17.	A0225AO221
18.	A0225AO223
19.	A0225AO232
20.	A0225AO243
21.	A0225AO265
22.	A0225AO267
23.	A0225AO288
24.	A0225AO326
25.	A0225AO328
26.	A0225AO342
27.	A0225AO359
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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](mailto: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 and time 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.	A0225AO020	MBA Degree Certificate to be submitted
2.	A0225AO099	MBA Degree Certificate to be submitted
3.	A0225AO145	Documentary Evidence for the work experience certificate to be furnished from 2018.
4.	A0225AO178	Produce a certificate from the competent authority for Independent role for the required period.
5.	A0225AO207	MBA Degree Certificate to be submitted
6.	A0225AO216	MBA Degree Certificate to be submitted
7.	A0225AO237	To produce equivalent certificate for MBA for PGDHRM from Symbios for Distance Learning (SCDL) to be verified.
8.	A0225AO245	Produce Proof for Date of Declaration of Result and Time table for Dec 2017 for MBA.
9.	A0225AO293	Produce a certificate that PGDBF is equivalent to PG Dip. In Mgmt.
10.	A0225AO300	MBA Degree Certificate to be submitted
11.	A0225AO334	MBA Degree Certificate to be submitted
12.	A0225AO335	MBA Degree Certificate to be submitted
13.	A0225AO343	Produce equivalent certificate for Degree / Dip. In Management for the course from NICMAR
14.	A0225AO344	MBA Degree Certificate to be submitted
15.	A0225AO356	Produce proof for 5 years of supervisory /independent role in the relevant administrative experience.

### **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](mailto: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.	A0225AO003	Not met the Essential Qualification as per the requirement of the recruitment notification

2.	A0225AO004	Lack of Post Qualification Experience as per the requirement of the recruitment notification
3.	A0225AO011	Not met the Essential Qualification as per the requirement of the recruitment notification
4.	A0225AO017	Lack of Post Qualification Experience (Supervisory) as per the requirement of the recruitment notification
5.	A0225AO019	Irrelevant Experience
6.	A0225AO024	Not met the Essential Qualification as per the requirement of the recruitment notification
7.	A0225AO034	Lack of Post Qualification Experience as per the requirement of the recruitment notification
8.	A0225AO036	Not met the Essential Qualification as per the requirement of the recruitment notification
9.	A0225AO039	Not met the Essential Qualification as per the requirement of the recruitment notification
10.	A0225AO042	Not met the Essential Qualification as per the requirement of the recruitment notification
11.	A0225AO051	Not met the Essential Educational Qualification as per the requirements of the recruitment notification
12.	A0225AO053	Not met the Essential Qualification as per the requirement of the recruitment notification
13.	A0225AO058	Not met the Essential Qualification as per the requirement of the recruitment notification
14.	A0225AO062	Not met the Essential Qualification as per the requirement of the recruitment notification
15.	A0225AO066	Not met the Essential Qualification as per the requirement of the recruitment notification
16.	A0225AO069	Lack of Post Qualification Experience as per the requirement of the recruitment notification
17.	A0225AO082	Not met the Essential Qualification as per the requirement of the recruitment notification
18.	A0225AO083	Not met the Essential Qualification as per the requirement of the recruitment notification
19.	A0225AO086	Not met the Essential Qualification as per the requirement of the recruitment notification
20.	A0225AO092	Not met the Essential Qualification as per the requirement of the recruitment notification
21.	A0225AO093	Not met the Essential Qualification as per the requirement of the recruitment notification
22.	A0225AO094	Incomplete application
23.	A0225AO095	Irrelevant Experience
24.	A0225AO102	Irrelevant Experience
25.	A0225AO103	Lack of Post Qualification Experience as per the requirement of the recruitment notification
26.	A0225AO109	Lack of Post Qualification Experience as per the requirement of the recruitment notification

27.	A0225AO111	Lack of Post Qualification Experience as per the requirement of the recruitment notification
28.	A0225AO118	Lack of Post Qualification Experience as per the requirement of the recruitment notification
29.	A0225AO120	Not met the Essential Qualification as per the requirement of the recruitment notification
30.	A0225AO125	Not met the Essential Qualification as per the requirement of the recruitment notification
31.	A0225AO127	Lack of Post Qualification Experience as per the requirement of the recruitment notification
32.	A0225AO128	Not met the Essential Qualification as per the requirement of the recruitment notification
33.	A0225AO136	Lack of Post Qualification Experience as per the requirement of the recruitment notification
34.	A0225AO138	Not met the Essential Qualification as per the requirement of the recruitment notification
35.	A0225AO140	Lack of Post Qualification Experience as per the requirement of the recruitment notification
36.	A0225AO141	Not met the Essential Qualification as per the requirement of the recruitment notification
37.	A0225AO142	Not met the Essential Qualification as per the requirement of the recruitment notification
38.	A0225AO144	Irrelevant Experience
39.	A0225AO147	Lack of Post Qualification Experience (Supervisory) as per the requirement of the recruitment notification
40.	A0225AO151	Not met the Essential Qualification as per the requirement of the recruitment notification
41.	A0225AO152	Lack of Post Qualification Experience as per the requirement of the recruitment notification
42.	A0225AO154	Not met the Essential Qualification as per the requirement of the recruitment notification
43.	A0225AO155	Irrelevant Experience Lack of Post Qualification Experience as per the requirement of the recruitment notification
44.	A0225AO158	Not met the Essential Qualification as per the requirement of the recruitment notification
45.	A0225AO159	Not met the Essential Qualification as per the requirement of the recruitment notification
46.	A0225AO162	Lack of Post Qualification Experience as per the requirement of the recruitment notification
47.	A0225AO164	Not met the Essential Qualification as per the requirement of the recruitment notification
48.	A0225AO168	Not met the Essential Qualification as per the requirement of the recruitment notification
49.	A0225AO169	Not met the Essential Qualification as per the requirement of the recruitment notification

50.	A0225AO171	Not met the Essential Qualification as per the requirement of the recruitment notification
51.	A0225AO173	Irrelevant Experience
52.	A0225AO176	Lack of Post Qualification Experience as per the requirement of the recruitment notification
53.	A0225AO179	Irrelevant Experience
54.	A0225AO182	Not met the Essential Qualification as per the requirement of the recruitment notification
55.	A0225AO184	Not met the Essential Qualification as per the requirement of the recruitment notification
56.	A0225AO186	Not met the Essential Qualification as per the requirement of the recruitment notification
57.	A0225AO188	Irrelevant Experience Lack of Post Qualification Experience as per the requirement of the recruitment notification
58.	A0225AO189	Lack of Post Qualification Experience as per the requirement of the recruitment notification
59.	A0225AO191	Not met the Essential Qualification as per the requirement of the recruitment notification
60.	A0225AO192	Not met the Essential Qualification as per the requirement of the recruitment notification
61.	A0225AO194	Not met the Essential Qualification as per the requirement of the recruitment notification
62.	A0225AO195	Not met the Essential Qualification as per the requirement of the recruitment notification
63.	A0225AO196	Not met the Essential Qualification as per the requirement of the recruitment notification
64.	A0225AO197	Not met the Essential Qualification as per the requirement of the recruitment notification
65.	A0225AO201	Not met the Essential Qualification as per the requirement of the recruitment notification
66.	A0225AO203	Irrelevant Experience
67.	A0225AO206	Lack of Post Qualification Experience as per the requirement of the recruitment notification
68.	A0225AO208	Not met the Essential Qualification as per the requirement of the recruitment notification
69.	A0225AO209	Not met the Essential Qualification as per the requirement of the recruitment notification
70.	A0225AO211	Not met the Essential Qualification as per the requirement of the recruitment notification
71.	A0225AO213	Not met the Essential Qualification as per the requirement of the recruitment notification
72.	A0225AO214	Not met the Essential Qualification as per the requirement of the recruitment notification
73.	A0225AO215	Not met the Essential Qualification as per the requirement of the recruitment notification
74.	A0225AO220	Not met the Essential Qualification as per the requirement of the recruitment notification

75.	A0225AO222	Not met the Essential Qualification as per the requirement of the recruitment notification
76.	A0225AO225	Not met the Essential Qualification as per the requirement of the recruitment notification
77.	A0225AO233	Lack of Post Qualification Experience as per the requirement of the recruitment notification
78.	A0225AO234	Not met the Essential Qualification as per the requirement of the recruitment notification
79.	A0225AO236	Irrelevant Experience
80.	A0225AO238	Not met the Essential Qualification as per the requirement of the recruitment notification
81.	A0225AO239	Not met the Essential Qualification as per the requirement of the recruitment notification
82.	A0225AO242	Not met the Essential Qualification as per the requirement of the recruitment notification
83.	A0225AO247	Irrelevant Experience
84.	A0225AO249	Not met the Essential Qualification as per the requirement of the recruitment notification
85.	A0225AO254	Not met the Essential Qualification as per the requirement of the recruitment notification
86.	A0225AO255	Irrelevant Experience
87.	A0225AO256	Lack of Post Qualification Experience as per the requirement of the recruitment notification
88.	A0225AO259	Irrelevant Experience
89.	A0225AO260	Lack of Post Qualification Experience as per the requirement of the recruitment notification
90.	A0225AO268	Lack of Post Qualification Experience as per the requirement of the recruitment notification
91.	A0225AO270	Lack of Post Qualification Experience as per the requirement of the recruitment notification
92.	A0225AO271	Lack of Post Qualification Experience as per the requirement of the recruitment notification
93.	A0225AO272	Not met the Essential Qualification as per the requirement of the recruitment notification
94.	A0225AO277	Not met the Essential Qualification as per the requirement of the recruitment notification
95.	A0225AO284	Lack of Post Qualification Experience as per the requirement of the recruitment notification
96.	A0225AO285	Lack of Post Qualification Experience as per the requirement of the recruitment notification
97.	A0225AO286	Irrelevant Experience
98.	A0225AO291	Lack of Post Qualification Experience as per the requirement of the recruitment notification
99.	A0225AO294	Lack of Post Qualification Experience as per the requirement of the recruitment notification
100.	A0225AO295	Not met the Essential Qualification as per the requirement of the recruitment notification

101.	A0225AO297	Lack of Post Qualification Experience as per the requirement of the recruitment notification
102.	A0225AO299	Not met the Essential Qualification as per the requirement of the recruitment notification
103.	A0225AO302	Not met the Essential Qualification as per the requirement of the recruitment notification
104.	A0225AO304	Irrelevant Experience Lack of Post Qualification Experience as per the requirement of the recruitment notification
105.	A0225AO306	Not met the Essential Qualification as per the requirement of the recruitment notification
106.	A0225AO307	Not met the Essential Qualification as per the requirement of the recruitment notification
107.	A0225AO309	Not met the Essential Qualification as per the requirement of the recruitment notification
108.	A0225AO310	Not met the Essential Qualification as per the requirement of the recruitment notification
109.	A0225AO313	Lack of Post Qualification Experience as per the requirement of the recruitment notification
110.	A0225AO314	Not met the Essential Qualification as per the requirement of the recruitment notification
111.	A0225AO316	Not met the Essential Qualification as per the requirement of the recruitment notification
112.	A0225AO320	Not met the Essential Qualification as per the requirement of the recruitment notification
113.	A0225AO321	Not met the Essential Qualification as per the requirement of the recruitment notification
114.	A0225AO323	Lack of Post Qualification Experience (Supervisory) as per the requirement of the recruitment notification
115.	A0225AO324	Irrelevant Experience
116.	A0225AO325	Irrelevant Experience
117.	A0225AO329	Not met the Essential Qualification as per the requirement of the recruitment notification
118.	A0225AO330	Irrelevant Experience
119.	A0225AO331	Not met the Essential Qualification as per the requirement of the recruitment notification
120.	A0225AO336	Lack of Post Qualification Experience as per the requirement of the recruitment notification
121.	A0225AO337	Not met the Essential Qualification as per the requirement of the recruitment notification

122.	A0225AO338	Not met the Essential Qualification as per the requirement of the recruitment notification
123.	A0225AO340	Lack of Post Qualification Experience as per the requirement of the recruitment notification
124.	A0225AO341	Lack of Post Qualification Experience as per the requirement of the recruitment notification
125.	A0225AO353	Not met the Essential Qualification as per the requirement of the recruitment notification
126.	A0225AO354	Not met the Essential Qualification as per the requirement of the recruitment notification
127.	A0225AO357	Irrelevant Experience
128.	A0225AO358	Lack of Post Qualification Experience (Supervisory) as per the requirement of the recruitment notification
129.	A0225AO363	Irrelevant Experience
130.	A0225AO364	Irrelevant Experience

**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 “**AO - Representation on Shortlisting – EST-II/A-02/2025/004**” to the email id [nt.careers@iimtrichy.ac.in](mailto: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.
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**