

CENTRAL INSTITUTE OF PLASTICS ENGINEERING & TECHNOLOGY

(Ministry of Chemicals & Fertilizers, Govt. of India)

Corporate Office : Guindy, Chennai – 600 032.

Phone : 91-44-2225 4780, Fax : 91-44-2225 4787

Website : www.cipet.gov.in



Advertisement No. : HLC-RECTT-06/2017

Invites application for Vice Principal/Dean for HLC

The Central Institute of Plastics Engineering and Technology (CIPET) is a premier National Institution in the field of Polymer Science and Technology with a clear focus on Academic, Technology Support, Research and Application Development. CIPET offers UG and PG programmes at its High Learning Centers (HLC) located in Ahmedabad, Bhubaneswar, Chennai, Lucknow, Kochi and Raipur.

CIPET invites applications for the following positions on tenure basis for its HLC indicated against them.

Position	Qualification	Centre
Vice principal /Dean(Academics)	Ph.D. in appropriate discipline from a reputed university(with 1 st div.at M.Tech/M.E & B.Tech/B.E)	Ahmedabad, Chennai, Kochi Lucknow and Raipur

The Application form and other details can be download from the website:
www.cipet.gov.in

Applications complete in all respects may be sent to “**Head Administration (Academic)** , **Central Institute of Plastics Engineering and Technology, Head Office, T.V.K Industrial Estate, Guindy, Chennai – 600 032 latest by 15.05.2017.**

NOTE:- Those who have already applied against Advertisement No. HLC-RECTT-02/2017 for the post of Vice Principal/Dean need not apply.

GENERAL INFORMATION
HLC-RECTT-06/2017

- 1) The application should be submitted only in the prescribed format which can be downloaded from the website www.cipet.gov.in
- 2) The position is fulltime for tenure of 3 years and can be extended for another term subject to requirement and satisfactory performance.
- 3) The envelope should be superscribed with the name of the post applied for
- 4) Candidates called for interview for the post of Vice Principal/Dean shall be reimbursed II AC train return railway fare from the place of residence to the place of interview
- 5) Incomplete/Unsigned applications and applications without required enclosures shall be rejected.
- 6) The Institute reserves the right to accept/reject any application without assigning any reason there off.
- 7) Mere fulfilling of qualification/eligibility requirements shall not entitle any candidate to be called for interview.
- 8) No correspondence shall be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview. No correspondence shall be entertained from unsuccessful candidates.
- 9) Capability to maintain effective working relationship in a multi-cultural, multi-ethnic environment is a must.
- 10) Canvassing in any form and or bringing in any influence political or otherwise will be treated as a disqualification for the post applied for.

11) LIST OF ENCLOSURES:

- I. Date of birth / SSLC certificate for age proof
- II. No Objection Certificate from the present employer if serving with Central /State Govt. /PSU etc.)
- III. Copies of Educational certificates
- IV. Post qualification experience certificates, if any
- V. Any Identity Card with photograph (eg.Voter ID/Aadhar Card/Driving License/PAN Card/Ration Card etc.)
- VI. Last drawn pay slip
- VII. Recent passport size photograph-2 nos.

It is mandatory to send photocopies of each of the documents enlisted above along with the application form.

12) Apart from merit, specialization in relevant area will be an added advantage for selection.

13) Candidates are required to provide a valid Email ID, in the appropriate column while filling up application form so that interview letters can be sent through Email.

14) No application fee.

15) Good Working knowledge of computers is desirable.

16) Salary & Other benefits;

Position	Salary (Rs).
Vice Principal/Dean (Academics)	80,000/- Pm (Consolidated)

In addition other facilities like Medical health checkup, uniform and Leave encashment etc. are also applicable.

17) Qualification, Experience & Area of Specialization;

Position	Qualification	Minimum experience	Preferred area of specialization
Vice Principal/ Dean	Ph.D. in appropriate discipline from a reputed university(with 1 st div.at M.Tech/M.E & B.Tech/B.E)	Minimum of 07 years experience in Academics/ Research/Industry. Flair for Management and Leadership is essential.	Plastics or Polymer or Material Science/Engineering, Mechanical or Industrial or Production or Manufacturing Engineering

18) Leave Eligible in a calendar year:- Casual Leave(CL) 8 days, Medical Leave (ML) 10days and Earned Leave (EL) 15 days. In addition also Restricted Holiday (RH) 2 days.

19) Candidates who have already worked as Principal/Vice Principal in an Engineering college and have adequate experience in handling students and Placement are encouraged to apply.

21) For the post of Vice Principal/Dean the candidate should be medically fit with sound health.

22) Application complete in all respects strictly in the format provided, along with necessary enclosures in an envelope by speed post should be sent to:

Head Administration (Academics)
CIPET Head Office,
4th Floor,Student Activity Block,
T.V.K Industrial Estate,
Guindy, Chennai-600032
