



भारतीय जन संचार संस्थान

**Indian Institute of Mass Communication**

Aruna Asaf Ali Marg, JNU Campus, New Delhi-110 067

**Advt. No. 2/2026-MCI**

**IIMC invites applications for Assistant Registrar posts on deputation basis.**

Indian Institute of Mass Communication, established in 1965 by the Ministry of Information & Broadcasting, is a premier Institute of mass communication education, research and training. It has its Main Campus in New Delhi and Regional Campuses in Aizawl (Mizoram), Amravati (Maharashtra), Dhenkanal (Odisha), Jammu (J&K UT) and Kottayam (Kerala).

2. IIMC invites applications for filling up of **02** vacant **posts of Assistant Registrar** on Deputation basis in the IIMC Hqrs. 1 post is for Administration Section and 1 post for Account Sections.

3. **Eligibility** : Candidates from Central/State Govt. etc in the following level are eligible for the post:

i) Officers holding analogous posts on regular basis;

or

ii) Candidate having 5 years regular service in lower grades position in Level 7/ Level 8 in the Central /State Government, Universities and other autonomous organizations.

iii) Knowledge of Computer Applications

4. Scale of pay of the post: Level 10 of the Pay Matrix Rs. 56,100-1,77,500.

5. Age limit : Not exceeding 56 years as on the closing date for receipt of applications.

**Category :**

6. The post will be open to all categories.

7. Application forms have to be filled only in online mode on the website of the IIMC, New Delhi [www.iimc.gov.in/vacancy](http://www.iimc.gov.in/vacancy).

8. The Last date for submitting online application is **11 August, 2026**.

**Last date : Online application complete in all respect should be submitted on or 11 August 2026 and must be reach the Deputy Registrar, IIMC, Aruna Asaf Ali Marg, JNU New Campus, New Delhi – 110067 latest by 5.00 p.m. of 20<sup>th</sup> August, 2026 along with all relevant supporting documents.**

**FOR ANY QUERY PLEASE SEND E-MAIL : [deputy.registrar@iimc.gov.in](mailto:deputy.registrar@iimc.gov.in)**

**Other important instructions are as under:**

- 1.1 Applicants should possess the prescribed qualifications, experience and Eligibility criteria as on the closing date of applications, as prescribed by the University from time to time for the respective posts. Applicants are required to produce specific certificates as per eligibility conditions.
- 1.2 It shall be the responsibility of the candidate to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience and submit the application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his disqualification. In case, it is detected at any point of time in future, even after appointment, that the candidate was not eligible, appointment of the candidate shall be liable to termination forthwith as per this clause. In case of any ambiguity in the recruitment Rules in general and eligibility in particular for any post, the decision of the Executive Council shall be final.
- 1.3 The candidate shall bring all original certificates relating to his age, qualifications, experience, etc. at the time of tests or interview wherever applicable. In case the candidate fails to submit the original documents for verification of the certified photocopies of the enclosures to his application, he may not be allowed to appear at the tests/interview and his candidature may be treated as cancelled without any further communication in this regard.
- 1.4 The applications received for the posts shall be shortlisted/ screened in compliance with the shortlisting/ screening guidelines laid down by the IIMC.
- 1.5 The terms & conditions of deputation shall be governed by DoPT OM No.6/8/2009- Estt.(Pay II) dated 17.06.2010 & as amended time to time. The initial period of deputation shall be 03 year, extendable as per extant rules, subject to review of performance. The maximum age should not exceed 56 years as on the last date of the receipt of application.
- 1.6 Candidates are required to submit their applications through proper channel with NOC, along with Vigilance Clearance and duly attested copies of the APARs of the last five years by the Competent Authority.
- 1.7 The selected candidate shall be liable to serve anywhere in India within the jurisdiction of the IIMC i.e. Delhi, Amravati, Dhenkanal, Aizwal, Kottayam, Jammu (all centers) or any other places within India.
- 1.8 The selected candidates shall be required to perform duties as per the Rules of the University, as amended from time to time. The University shall be free to assign any duty as per the exigency of the situation at any time even during non-working hours /holidays which the employee shall have to perform without fail to avoid any disciplinary action.
- 1.9 The Institute reserves the right to withdraw an advertisement, either partly or wholly, at any time, without assigning any reasons. The Institute reserves the right to increase or decrease the number of vacancies.
- 1.10 Institute reserves the right to frame a panel for filling up future vacancies arising during the tenability of panel which is normally operative for one year;
- 1.11 In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment order, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.

- 1.12 In case of any dispute/ ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
- 1.13 The following categories of persons shall not be eligible to apply for any position in the Institute:
- 1.13.1 Who has been convicted by any Court of Law or any criminal proceedings are pending against him;
- 1.13.2 Who is a person of unsound mind and questionable conduct or not medically fit to perform his/her duties.
- 1.13.3 Who has entered in to or contracted a marriage with a person having a living spouse; Provided that the Competent Authority of the University may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for doing so, exempt any person from the operation of these rules;
- 1.13.4 Who is not a citizen of India; and
- 1.13.5 Any other category of person disqualified for appointment by the Government of India/State Government /UGC from time to time.
- 1.14 No TA/DA shall be paid to applicants for attending Written Test/Skill Test/ Interview.
- 1.15 Any dispute arising in the matter of filling of the advertised vacancies will be subject to the jurisdiction of the Courts in Delhi.
- 1.16 Anything which is not mentioned here will be as per institute norm as approved by the Competent Authority.
- 1.17 All correspondence from the Institute, if any, shall be sent only at the e-mail address provided by the applicant in the filled application form. The applicants are advised to check the website of the Institute regularly for updates.
- 1.18 Any addendum/dedendum/corrigendum, if any, shall be posted on our website <https://iimc.gov.in/vacancy> only.

**Important Instructions :**

1. Incomplete applications shall be summarily rejected.
2. No correspondence for consideration of late applications will be entertained.

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