



CHILD DEVELOPMENT CENTRE

(An autonomous Centre under Government of Kerala)
Medical College Campus, Thiruvananthapuram

RECRUITMENT NOTIFICATION

No. CMD/CDC/05/2021

July 20, 2021

Applications are invited On-line through the website of Centre for Management Development (www.cmdkerala.net) from eligible candidates for filling up the post of **Registrar** on **permanent basis** in Child Development Centre (CDC), Medical College, Thiruvananthapuram.

The desirous eligible candidates may apply **ONLINE** by satisfying themselves with terms and conditions of this recruitment.

Schedule of Events

- **Start date for submitting online application: 21.07.2021 (10:00 am)**
- **Last date for submitting online application: 04.08.2021 (5:00 pm)**

The details are as follows---

| Post and No. of Vacancy | Qualification and Experience | Age limit & Remuneration |
|---|--|--|
| Registrar <i>Vacancy: 1 No.</i> | <u>Essential Qualification</u> Post Graduate Degree in Management/ Hospital Administration/ Public Health <u>Desirable Qualification</u> Ph. D in above subject <u>Experience</u> Minimum 10 years of experience in Administration field | Maximum age should not exceed 50 years as on 21.07.2021 Scale of pay: Rs. 42,500- 87,000 |

Instructions for Scanning of Photograph & Signature: -

- Scan the latest photograph of the candidate and upload the same in the space provided in the online application [scanned image shall be less than 200KB in *.JPG format only]
- Candidate shall make his/her signature on a white paper, scan the same and upload it in the space provided in the online application [scanned image shall be less than 50KB in *.JPG format only]
- The candidate has to scan his full signature, since the signature is proof of identity, it must be genuine and in full: initials are not sufficient. Signature in CAPITAL LETTERS is not permitted. The signature must be signed only by the candidate and may not be by any other person.

General Instructions

- 1) The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying and enter the particulars completely Online
- 2) CMD is not responsible for any discrepancy in submitting the application through Online.
- 3) Applicants must compulsorily fill-up all relevant fields of applications and submit application through Online.
- 4) Incomplete/incorrect application form will be summarily rejected. CMD under any circumstances will not entertain the information, if any, furnished by the candidate subsequently. Applicants should be careful in filling-up the application form at the time of Submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes through the final stage of recruitment process or even at a later stage.
- 5) The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form. If the particulars furnished in the Online application form do not tally with the Original documents produced by the Candidates his/her candidature will be rejected
- 6) CDC reserves the right to fill or not fill the post advertised
- 7) Post qualification experience of the candidate until **21.07.2021** will only be considered
- 8) Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. CMD may send intimation to download call letters for Written test/Group discussion/Interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.
- 9) In case of any problems faced by the candidates in filling up the online application form they may contact the HELP DESK on the phone number: 0471 2320101 ext: 237,250 between 10 am and 5:30 pm on working days (Monday – Friday)

Sd/-
Authorised Signatory