



THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

POLICY FOR RECRUITMENT AND PROMOTION OF EMPLOYEES

Recruitment Procedure:

The overall selection procedure should be transparent and credible methodology of analysis of the merits and credentials of the applicants.

1. The number of vacancies in administration, teaching and non-teaching positions are prepared by the HoD and Principal at the end of each semester and submitted to the Management for further action to be taken.
2. The requirements of staff along with their required designation, qualifications and number of vacancies for each criterion are advertised in news paper or website.
3. The received applications are shortlisted on the basis of qualification and merit and submitted to the Chairman.
4. Based on the availability of the members of Staff Selection Committee, the interview dates are fixed and the candidates are informed to attend the interview along with the required documents and certificated on the specified date.
5. On the day of interview, each candidate has to give 10 minutes presentation on any topic from their subject and at the end of the presentation; they have to answer for the queries raised by the members of Staff Selection Committee. It is followed by personal interview.
6. Based on the performance, merits and credentials of the applicant, he/she may be selected by the SSC and their pay scales are fixed in accordance with their qualification and experience as per college norms.

Promotion Procedure:

The staff who wishes to be considered for promotion may submit in writing as prescribed by our College to the Principal/ Director, within three months in advance, that he/ she fulfils all requisite qualifications. She/ he has to appear before the staff selection committee and give a presentation on the contribution of her role in various activities of our college. After personal interview and after verification of the documents, certificates and performance in our college, she/ he will be promoted to the next cadre and her/his pay scale will be revised accordingly.


PRINCIPAL


Principal
THAMIRABHARANI ENGG COLLEGE,
Tirunelveli, Tamilnadu-627 358