

TMT. SHEELA BALAKRISHNAN, IAS.,
DIRECTOR, AIM & DGT

Lr.No.B4/201/2008-1

Dt. 8.9.2008

To

Sir,

Sub: AIM – Deputation of Govt. Officers/ Managers of Public
Sector Undertakings with MBA (and higher qualifications)
as Faculty Members – requested - reg.

The Anna Institute of Management is a Nodal Training Institute of the Government of Tamil Nadu. Every year, the Anna Institute of Management conducts around 200 training programmes for the officers of the Government of Tamil Nadu, Central Government and Public Sector Undertakings of the Government of Tamil Nadu.

The Anna Institute of Management has a core faculty who are well experienced Faculty Members. A few of our Faculty Members have left the Institute on superannuation. In order to ensure that this does not affect the number and schedule of programmes for the year 2008-2009, it is proposed to fill up immediately one post of Faculty Member at the Anna Institute of Management on deputation basis in the area of General Management.

You are kindly requested to state whether any experienced and suitable personnel of your Organisation is willing to serve at the Anna Institute of Management on deputation basis as a Member of Faculty. Such of those who are willing to serve at the Anna Institute of Management as Faculty, should have an MBA qualification and also possess atleast three years of managerial work experience in Public Sector Undertakings. In case of Government Departments, Officers with MBA in the grade of Joint Director/ Executive Engineer/ General Manager may apply.

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As per G.O.Ms.No. 499, Finance (Pay Cell) Department dated 15.9.1998, the deputationists serving as Faculty Members are eligible for training allowance at 10% of the basic pay, over and above their normal pay, in their parent department/ organisation.

A willingness form is also enclosed. The names of willing persons with the requisite qualifications may be forwarded on or before 30/9/2008 * .

Yours faithfully,
for Anna Institute of Management
Director, AIM & DGT

* It has been now decided to invite applicants to apply any time – throughout the year through proper channel.

BIO - DATA

1. Name of the Officer :
2. Designation :
3. Age :
4. Educational Qualification :
 - (a) Basic Educational Qualification :
(Specialization, University & Year of passing)
 - (b) Post Graduate Educational Qualification:
(Specialization, University & Year of passing)
5. (i) Field of Specialization/ Training :
 - (a) Public Administration :
 - (b) Personnel Management :
 - (c) Industrial Relations :
 - (d) Disaster Management :
 - (e) Right to Information Act :
 - (f) Quantitative Techniques :
 - (g) Materials Management :
 - (h) Marketing Management :
 - (i) Project Management :
 - (j) Production Management :
 - (k) General Management :
 - (l) Financial Management :
 - (m) Information Technology :
 - (n) Others (Please specify) :

6. Details of Special Training :
(including foreign training exceeding one month)

Programme Name

Duration

Institution

(i)

(ii)

7. Experience in Teaching & Research :
(Specific Details)

8. Experience as an Officer/ Manager :

Name of the Dept./ Organisation (1)	Position held (2)	From To (Month / Year) (3)	Pay scale (4)	Nature of duties (5)	Remarks (6)

9. Any additional information :

10. Signature