



# **IDHAYA COLLEGE FOR WOMEN**

*(Run by Immaculate Sisters)*

Affiliated to Bharathidasan University / G.O. No.237 / Dt. 22.06.2000

UGC Recognized 2(f) & 12(B) of Institution

Post Box No.66  
Kumbakonam - 612 001  
Thanjavur (Dt.,)

**PRINCIPAL**


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## **Recruitment Policy**

This policy specifies the procedures to be followed when hiring teaching and non-teaching staff. Departments have the chance to analyse and make long-term plans during the recruitment of new faculty. The intention is to inspire students to think critically about various experiences and viewpoints throughout their life.

- The College will publish job postings for teaching positions in reputable national dailies at least 15 days before the advertised launch date.
- The Selection Committee consists of the Secretary, Principal, Vice-Principal, IQAC Coordinator and department HOD's and experts of respective subjects.
- The hired staff will be on probation for two years. In the appointment order, the terms and conditions are listed
- The salary has been revised in consideration of the Ph.D., NET, and SET requirements. The pay scale is revised in accordance with congregation norms.

Any employee of the College may withdraw his/her engagement, by submitting to the appointing authority, three months' notice in writing or payment of three month salary in lieu thereof, if agreed by the appointing authority, provided that the appointing authority may, for sufficient reasons, call upon the employee concerned to continue till the end of the academic session, in which the notice is received.

  
Principal,  
Idhaya College for Women,  
Kumbakonam - 612 001.