

**AUTHORIZATION LETTER FOR PUBLISHING RECRUITMENT
ADVERTISEMENT
ON FACULTYPLUS.COM**

Date: 23-10-2026

To
Faculty Plus Talent Solutions

Subject: Authorization for Publishing Recruitment Advertisement on FacultyPlus.com

Dear Sir/Madam,

We, Sri Venkateswara College of Engineering and Technology (SVCET), Thirupachur, Tiruvallur – 631203, Tamil Nadu, hereby authorize Faculty Plus Talent Solutions to publish our recruitment advertisement on FacultyPlus.com and its associated communication channels for the purpose of faculty and staff recruitment.

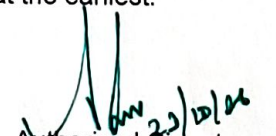
We confirm that the recruitment details, eligibility criteria, qualifications, experience requirements, and other particulars furnished by our institution for publication are true and correct to the best of our knowledge. We take responsibility for the accuracy and authenticity of the information provided.

We further authorize Faculty Plus Talent Solutions to reproduce, edit, format, and publish the advertisement as required for online publication, provided that the content and intent of the advertisement remain unchanged.

This authorization is issued voluntarily for advertising our current recruitment requirements and shall remain valid for the concerned recruitment advertisement. We request you to publish the advertisement at the earliest.

Thank you.

Yours faithfully,


Authorized Signatory

Sri Venkateswara College of Engineering and Technology
(Seal)



PRINCIPAL
Sri Venkateswara College of
Engineering and Technology,
Thirupachur, Tiruvallur - 631 203.

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Faculty Hiring at

SRI VENKATESWARA COLLEGE OF ENGINEERING AND TECHNOLOGY

Thirupachur, Tiruvallur – 631203, Tamil Nadu

AN AUTONOMOUS INSTITUTION

FACULTY & STAFF RECRUITMENT – 2026

Date Posted: 22 October 2026

Organization Profile

Sri Venkateswara College of Engineering and Technology (SVCET) was established in 2000 at Thirupachur, Tiruvallur, with the vision of providing higher education to rural students. The institution is approved by AICTE, New Delhi, and affiliated to Anna University, Chennai. SVCET is an Autonomous Institution.

The college offers nine undergraduate programmes: B.E. Civil Engineering, Computer Science and Engineering, Electrical and Electronics Engineering, Electronics and Communication Engineering, Mechanical Engineering, CSE (Cyber Security), CSE (Artificial Intelligence and Machine Learning), B.Tech Artificial Intelligence and Data Science, and Information Technology. It also offers five postgraduate programmes: M.E. CSE, VLSI, Power Electronics and Drives (PED), MBA, and MCA.

1. Controller of Examination

Educational qualification: Master's degree in an Engineering discipline with Ph.D.

Experience: 5 years of experience in a Controller of Examinations (COE) office and 10 years of experience in academic administration and examination-related processes in an educational institution.

2. Deputy Controller of Examination

Educational qualification: Master's degree in an Engineering discipline.

Experience: 10 years of experience in academic administration and examination-related processes in an educational institution.

Key Responsibilities (COE Office)

- Examination planning and scheduling
- Question paper setting and moderation
- Examiner management
- Result processing and declaration
- Examination security and confidentiality
- Grievance handling and issue resolution
- Documentation and reporting
- Coordination with faculty and administration
- Compliance with accreditation and regulatory standards



Candidate Profile for COE Positions

- Sound understanding of engineering curricula and assessment methodologies
- Strong knowledge of examination scheduling, paper setting, moderation, grading and result compilation
- Proficiency in examination management systems, LMS and digital grading tools
- Excellent communication and coordination skills
- Ability to lead examiner teams, invigilators and administrative staff
- Ability to resolve examination-related issues, discrepancies and unforeseen events

3. Controller of Examination – Office Assistant

Qualification: Undergraduate degree in any discipline with a good academic record.

- 2–3 years of experience in a COE office or similar office; experience in autonomous colleges is preferred
- Experience in record keeping, data management and analytical work
- Proficiency in MS Office (Word and Excel), Tally and basic data management

4. Executive Assistant to the Controller of Examination

- UG/PG degree in any discipline; candidates with an English Literature background are welcome
- Good spoken and written communication skills
- Ability to draft policies and guidelines
- At least 2 years of experience in a similar role
- Proficiency in MS Office, Excel, email and linguistic software

5. Teaching Positions

Positions: Professor, Associate Professor and Assistant Professor.

Vacancies are available in the following departments:

- Computer Science and Engineering and allied Departments
- Mechanical Engineering
- Civil Engineering
- Electrical and Electronics Engineering
- Electronics and Communication Engineering
- Master of Computer Applications (MCA)
- Master of Business Administration (MBA)
- Mathematics
- Physics
- Chemistry
- English

Qualifications and Experience

Engineering departments: M.E./M.Tech/Ph.D. with relevant experience as per applicable AICTE norms.

Science and Humanities departments: Ph.D. holders are required.

Both experienced candidates and freshers with excellent academic performance may apply.

Salary is no bar for deserving candidates.

Candidate Profile and Responsibilities

- Strong academic background, communication and teaching skills
- Passion for teaching and student mentoring



- Deliver quality teaching and academic guidance
- Prepare lesson plans and instructional materials
- Participate in departmental and institutional activities
- Support research and development initiatives
- Maintain academic discipline and standards
- Guide students in academic and project activities
- Contribute to institutional growth and excellence

6. Non-Teaching Position – Diploma Holders

Diploma-holder vacancies are available in Mechanical, Civil, ECE, EEE and CSE departments. Both experienced candidates and freshers may apply.

Salary and Job Location

Salary: Salary is no bar for deserving candidates.

Job location: Thirupachur, Tiruvallur, Tamil Nadu.

How to Apply

Interested and eligible candidates should send their updated resume along with educational certificates and supporting documents to the email addresses below. Applications by post are also mentioned in the recruitment information.

Last Date to Apply: Within 10 days from the date of this notification

Email: principal@sriventech.ac.in, svcetthirupachur@gmail.com

Website: www.sriventech.ac.in

Postal Address

The Principal

Sri Venkateswara College of Engineering & Technology

Thirupachur, Tiruvallur – 631203

Tamil Nadu, India

Important Notes

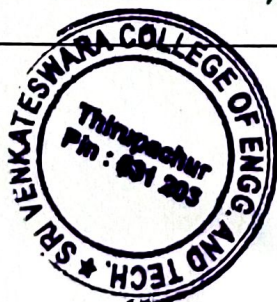
Candidates should submit an updated resume and relevant educational and experience documents. Eligibility and experience will be assessed against the requirements stated for each position. For recruitment enquiries, contact the institution through the email addresses listed above.

Authorization Signature and Seal

Authorized Signatory: _____

Name and Designation: _____

Institution Seal: _____



PRINCIPAL

**Sri Venkateswara College of
Engineering and Technology,
Thirupachur, Tiruvallur - 631 203.**