SMS COLLEGE OF ARTS AND SCIENCE

(Affiliated to the Bharathiar University, Coimbatore)
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AUTHORIZATION LETTER FOR PUBLISHING RECRUITMENT ADVERTISEMENT ON FACULTYPLUS.COM

Date: 05-10-2026

To
Faculty Plus Talent Solutions

Subject: Authorization for Publishing Recruitment Advertisement on FacultyPlus.com

Dear Sir/Madam,

We, **SMS College of Arts & Science Coimbatore,** 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 information, job details, eligibility criteria, qualifications, experience requirements, salary details, and other particulars provided by our institution for publication are true and correct to the best of our knowledge. We take full responsibility for the accuracy and authenticity of the information furnished.

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

This authorization is issued for the purpose of facilitating the recruitment process of SMS College of Arts & Science.

Thank you.

For SMS College of Arts& Sciences
Coimbatore

Authorized Signatory
Name: Afreen Fargana.
Designation: HR-Executive.
Signature: _____
Seal: _____

Contact: 9884017626
Email: afreena@cherangobal.com.

Hiring Organization: SMS College of Arts& Science
(Affiliated to Bharathiyar University)

College Profile:

- SMS College of Arts& Science (admin.sms@cherancolleges.org) is committed to continuous academic excellence by enhancing teaching methods, infrastructure, and research initiatives The college is Approved by the Government of Tamil Nadu, the institution adheres strictly to regulatory norms, ensuring transparency and academic integrity.

We are Hiring for **Principal** Position

Job Description – Principal

SMS College of Arts & Science, Coimbatore

Position: Principal
Location: Coimbatore, Tamil Nadu
Department: Academic & Administration
Reporting to: Management / Chairman / Managing Director
Employment Type: Full-time

Job Purpose

To provide strong academic leadership, institutional administration, faculty development, student growth, and overall operational management of the college, ensuring academic quality, regulatory compliance, admissions growth, and continuous institutional development.

Key Responsibilities

1. Academic Leadership

Lead and monitor all UG, PG and Ph.D. programmes.

Ensure effective curriculum delivery, academic planning and examination processes.

Monitor teaching quality, lesson plans, attendance and academic performance.

Conduct regular meetings with HODs and faculty members.

Promote research, publications, seminars, conferences and industry interaction.

2. Faculty & Staff Management

Lead recruitment, selection and onboarding of teaching and non-teaching staff.

Allocate workload and monitor faculty performance.

Identify training and development requirements.

Implement performance appraisal and faculty development programmes.

Maintain discipline and professional standards.

3. Admissions & Student Development

Develop strategies to improve student admissions and retention.

Coordinate with the admission/marketing team for enrolment targets.

Ensure effective student counselling and grievance handling.

Promote placement, internships, industry exposure and career development.

Encourage extracurricular, cultural and sports activities.

4. Administration & Compliance

Ensure compliance with applicable UGC, affiliating university, government and regulatory requirements.

Maintain academic and statutory records.

Coordinate inspections, accreditation and institutional documentation.

Ensure proper functioning of committees and grievance mechanisms.

Oversee college infrastructure, laboratories, library, hostel and other facilities in coordination with management.

5. Institutional Development

Prepare and implement the annual academic and institutional development plan.

Build collaborations with universities, industries and professional organisations.

Strengthen research and consultancy activities.

Identify opportunities for introducing relevant new programmes and skill-based courses.

Support the management in strategic planning and institutional growth.

6. Financial & Operational Coordination

Prepare and monitor departmental/academic budgets in coordination with management.

Ensure effective utilization of institutional resources.

Monitor major academic and administrative expenditures.

Coordinate with HR, Finance, Administration and other support functions.

Courses Under the Institution

The principal will provide academic leadership across programmes including:

UG: BBA, B.Com, BCA, B.Sc. Computer Science, IT, AI & ML, Data Science, Computer Technology, Psychology, Visual Communication, Costume Design & Fashion, Catering Science & Hotel Management, Tamil, English and related programmes.

PG: M.Com, M.Sc. Computer Science, MSc IT, MSW, M.A Journalism & Mass Communication.

Research: Ph.D. programmes in Tamil, Commerce, Computer Science, Visual Communication and Social Work.

Candidate Profile
Educational Qualification

Master's Degree with a minimum of 55% marks or equivalent grade from a recognised university.

Ph.D. preferred/required as applicable to the affiliating university/regulatory norms.

Academic/administrative qualifications appropriate for the Principal position.

Experience

Significant experience in higher education, preferably with experience as Principal / Vice Principal / Dean / Director / senior academic administrator.

Strong experience in faculty management, academic administration, admissions and institutional development.

Experience with NAAC/NIRF/UGC/university accreditation and regulatory processes will be an advantage.

Key Competencies

Academic leadership

Strategic planning

Faculty & team management

Admissions management

Regulatory compliance

Communication and interpersonal skills

Student engagement

Research & institutional development

Decision-making and problem-solving

Strong administrative capability

Performance Expectations

Improvement in academic quality and student outcomes

Faculty stability and development

Growth in student admissions and retention

Strong regulatory/accreditation compliance

Improved placement and industry engagement

Development of research and institutional collaborations

Effective coordination between academic and administrative teams

Salary: Competitive and commensurate with qualification and experience.

To Apply: Candidates may submit their updated CV along with details of qualifications, experience and current/expected compensation.

- Good communication skills.
- Excellent teaching in Technology and practical skills.
- Registration with the respective professional council (where applicable).
- Ability to mentor students and contribute to academic excellence.

Salary & Benefits

Salary will be as per norms.

Attractive salary package for deserving candidates.

How to Apply

Email: hr@cheranglobal.com

chandrasekaran.hr@cheranglobal.com

Contact Number: +91 7904956814 / 8870232795

Address: Cheran's College of Technology, Cheran Nagar, Chennimalai Rd, Thittuparai, Kangeyam, Tamil Nadu 638701