

INDIAN INSTITUTE OF TECHNOLOGY DELHI

इंडियन इंस्टीट्यूट ऑफ टेक्नोलॉजी दिल्ली

Industrial Research & Development Unit

औद्योगिक अनुसंधान एवं विकास इकाई

हौज खास, नई दिल्ली -110016

No. IITD/IRD/MI01799G/50163**Dated:15/12/2018****Advertisement No.: IITD/IRD/252/2018**

Applications from Indian nationals are invited for Project Appointment under the following project. Appointment shall be on contractual basis with consolidated pay, renewable yearly or upto the duration of the project, whichever is earlier. निम्नलिखित परियोजना के तहत भारतीय नागरिकों से आवेदन आमंत्रित किए जाते हैं। अपॉइंटमेंट, अनुबंधित आधार पर समेकित वेतन, नवीकरणीय वार्षिक या परियोजना की अवधि तक, जो भी पहले हो, के साथ होगा।

Title of the Project	Smart Infrastructure for an Electric Vehicle Ecosystem (Under IRD Grand Challenge Project Scheme) (MI01799G)	
Funding Agency	Ministry of Human Resource & Development (MHRD)	
Name of the Project Investigator	Prof. Smruti Ranjan Sarangi	
Deptt./Centre	Department of Computer Science & Engineering	
Duration of the Project	Upto:15/08/2023	
Post (s)	Consolidated Pay-slab	Qualifications
Project Assistant (Admin) (1)	Rs.29,200-31,200-33,200-35,800-38,400-41,000/- p.m.plus HRA @ 24%	Atleast Postgraduate degree with 55% marks and one year diploma in Computers (or equivalent). Experience:3+ years of relevant experience in all aspects of office management including the use of computers, web-services, MS Office, Internet, e-mail, e-office and e-admin software, and also at least one year experience (not exclusively) should be at the level of Jr. Assistant in (a) Estt. & Admin. matters (b) Work connected with meetings, conference, coordination and (c) knowledge of computers. Skills: (a) Working experience of 1 year plus at IIT Delhi or similar Government of India organizations (b) Skills to produce sketches/ drawings on paper as well as digital media, (c) Knowledge of Adobe Photoshop and Adobe Illustrator.

The candidates who are interested to apply for the above post should download Form No. IRD/REC-4 from the IRD Website (<http://ird.iitd.ac.in/rec>) of IIT Delhi and submit the duly filled form with complete information regarding educational qualifications indicating percentage of marks/division, details of work experience and a sample of drawing drawn on a computer on an A4 sheet by post to Prof. Smruti Ranjan Sarangi, Room No. 215, SIT Building, Indian Institute of Technology Delhi, Hauz Khas, New Delhi-110016. The candidates should not exceed 30 years on the date of written test / interview. The advertisement No. & post applied for must be mentioned on the left side of the application.

IIT Delhi reserves the right to fix higher criteria for short-listing of eligible candidates from those satisfying advertised qualification and requirement of the project post and their name will be displayed on web link (<http://ird.iitd.ac.in/shortlisted>) alongwith the interview details. Only short-listed candidates will be informed. In case any clarification is required on eligibility regarding the above post, the candidate may contact Prof. Smruti Ranjan Sarangi at his email id: srsarangi@cse.iitd.ac.in

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If the number of candidates for the said post is more than 8, then there may be written cum drawing test to shortlist the candidates, and only those who will score 60% or more marks in the test may be shortlisted for the interview. The test will test proficiency in general english, writing skills, basic computer knowledge and at least 50% marks will be allotted to the drawing portion where the applicant will be asked to draw a sketch (manually or via using computer). The candidates should note that this is a purely temporary arrangement and appearance in the walk-in-test/interview and selection thereafter does not entitle therein for any claim whatsoever or permanency on the regular establishment of IIT Delhi. No TA/DA will be paid for attending the written test / interview.

5% relaxation of marks may be granted to the SC/ST Candidates. In case of selection of a retired/superannuated government employee, his/her salary will be fixed as per prevailing IRD norms. अनुसूचित जाति / अनुसूचित जनजाति के उम्मीदवारों को अंकों की 5% छूट दी जा सकती है. एक सेवानिवृत्त सरकारी कर्मचारी के चयन के मामले में उसका वेतन वर्तमान आईआरडी मानदंडों के अनुसार तय किया जाएगा।

The last date for submitting the completed applications by post is 31/12/2018 by 5.00 p.m. The shortlisted candidates who are called for interview should bring original certificates (both professional and academic) with a recent passport size photograph at the time of interview. In case any clarification is required on eligibility regarding the above post, the candidate may contact Prof. Smruti Ranjan Sarangi at his email id: srsarangi@cse.iitd.ac.in

(वीरेंद्र कुमार वशिष्ठ)
सहायक कुल्सचिव, आईआरडी

वितरण

- Head of the Deptt./Centres/Units : It is requested that the contents of the Above Advt. be brought to the notice of the staff working in your Deptt./Centre/Unit
- Webmaster, IRD : To put advertisement at IITD website.
- Notice Boards
- Advertisement file
- Prof. Smruti Ranjan Sarangi, PI, Department of CS&Engg.
- Copy to Chairperson, DRC/CRC