

इंडियन इंस्टीट्यूट ऑफ टेक्नोलॉजी दिल्ली
हौज खास, नई दिल्ली -110016
(औद्योगिक अनुसंधान एवं विकास इकाई)
INDIAN INSTITUTE OF TECHNOLOGY DELHI
Industrial Research & Development Unit
Hauz Khas, New Delhi -110016

No. IITD/IRD/IM00031G_RB_DE(CC)/

353035/553268

Dated: 08/10/2026

Advertisement No.: IITD/IRD/275/2026

Applications from Indian nationals are invited 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 परियोजना की नियुक्तियों के लिए भारतीय राष्ट्रीयता के उम्मीदवारों को वॉक-इन परीक्षा/साक्षात्कार के लिए उपस्थित होने के लिए आमंत्रित किया जाता है। अपॉइंटमेंट वार्षिक आधार पर या परियोजना की अवधि तक समेकित वेतन पर संविदात्मक आधार पर जो भी पहले हो, होगा।

Title of the Project	HPC Operations (IRD Reimbursable from Planning Unit). (IM00031G_RB_DE(CC))	
Funding Agency	Planning Unit, IIT Delhi	
Name of the Project Investigator	Prof. Smruti Ranjan Sarangi [email ID: careers@cc.iitd.ac.in]	
Deptt./Centre	Dept. of Computer Science & Engineering	
Duration of the Project	Upto: 31.05.2031	
Post (s)	Consolidated fellowship / Pay-slab	Qualifications
Jr. Project Assistant (Admin.) - (1)	Rs. 29,290 - 30,170 - 31,080 - 32,010 - 32,970 - 33,960 - 34,980 - 36,030 - 37,100 - 38,220/- p.m. plus HRA @ 30%	i) B.Com. (3-year degree) from a recognised university. ii) Working knowledge of office procedures, noting, drafting and official correspondence. iii) Good communication skills. iv) Minimum 1 year relevant experience in administration/establishment, accounts/stores, procurement, and meeting coordination. v) Proficiency in MS Word, Excel and PowerPoint. vi) Working knowledge of accounting, GST and TDS.

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 etc. **by e-mail with advertisement No. on the subject line to prof. Smruti Ranjan Sarangi at email id: careers@cc.iitd.ac.in**

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 online interview details. Only short-listed candidates will be informed for online interview. In case any clarification is required on eligibility regarding the above post, the candidate may contact to **Prof. Smruti Ranjan Sarangi at email id: careers@cc.iitd.ac.in**

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 email is 23/10/2026 by 5.00 p.m.**


Deputy Registrar, IRD Estt.

वितरण :-

- Head of the Deptt./Centres/Units
- Webmaster, IRD
- Notice Boards
- Advertisement file
- Prof. Smruti Ranjan Sarangi, PI, Dept. of Computer Science & Engineering
- Copy to Chairperson, DRC/CRC

It is requested that the contents of the Above Advt. be brought to the notice of the staff working in your Deptt./Centre/Unit
To put advertisement at IITD website.