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. Selection of the candidate shall depend on educational qualifications and experience. The advertised qualification requirements are along with the job title. A 5% relaxation of marks may be granted to SC/ST Candidates. An employee of Indian Institute of Technology Delhi (IITD) shall be brought into the notice of the staff working in their respective departments.

Title of the Project | Institute Ethics Committee – IITD (MI01849G)
--- | ---
Funding Agency | IRD, IIT Delhi
Name of the Project Investigator | Prof. Ravi Krishnan Elangovan [email id: dbebiitd2019@gmail.com]
Deptt./Centre | Department of Biochemical Engineering & Biotechnology (DBEB)
Duration of the Project | Upto: 18/09/2023

Post(s) | Consolidated fellowship / Pay-slab | Qualifications
--- | --- | ---
Jr. Project Assistant (Admin) (1) | Rs.21,700-23,200-24,700 - 26,700 - 28,700-30,700/-p.m. plus HRA @ 24% | i) Graduate Degree/Diploma (three years) ii) Knowledge of Office Procedures, noting, drafting, etc., and dealing with correspondence. iii) Should have one year of experience in one or more of the following: a) Est. & Admin. Matters b) Maintenance of accounts, priced stores ledgers, processing of bills c) Purchase of stores & Purchase Procedure d) Work connected with meetings, conference, Co-ordination e) Admissions & Conduct of examinations f) Knowledge of computers.

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/ird/irdrd) and submit the duly filled form with complete information regarding educational qualifications indicating percentage of marks/division, details of work experience etc. with subject line to Prof. Ravi Krishnan Elangovan at email ID: dbebiitd2019@gmail.com

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 Prof. Ravi Krishnan Elangovan at email ID: dbebiitd2019@gmail.com

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. An employee of IITD shall be brought into the notice of the staff working in their respective departments.

The last date for submitting the completed applications by e-mail is 12/10/2022 by 5.00 p.m.

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.

Sahayak Kunal Chauhan, Assistant

---

- Head of the Deptt./Centres/Units
- Webmaster, IRD
- Notice Boards
- Advertisement file
- Prof. Ravi Krishnan Elangovan, PI, DBEB
- Copy to Chairperson, DRC/CRC