

INDIAN INSTITUTE OF TECHNOLOGY DELHI
Hauz Khas, New Delhi – 110016
Industrial Research & Development Unit

No.: IITD/IRD/RP02260/

Advertisement No.: IITD/IRD/280/2012

Dt.: /10/2012


Applications are invited from Indian Citizens for adhoc appointment as per details mentioned below for a maximum period of six months or till the duration of the project i.e. 31/03/13, whichever is earlier.

Project Entitled	"Bio-energy technology and business solutions for the UK and India" (RP02260)	
Name of the Funding Agency	DST	
Post	Consolidated Pay Slab	Qualifications
Sr. Project Assistant	Rs.21,000/- p.m. + 20% HRA	Graduate with at least 20 years work experience in the actual conduct of meetings / examinations and/or adequate experience of supervisory work as Jr. Superintendent level in a Govt. office or in educational Institution or in business organization of repute. Desirable: PG Diploma in Material Management, working in the villages and public relation work with government offices and with representatives at our various sites in Rajasthan, Haryana, Uttarakhand and U.P.
Jr. Project Assistant	Rs.18,200/- p.m. + 20% HRA	Graduate degree and PG Diploma in computer application, experience in computer handling, accounting, secretarial assistance, help in setting-up information system/MIS and participating in field level supervision as needed in organizing training programme in villages. Assistance in report writing, scientific paper writing. At least 10 years experience in above activities.
Jr. Project Assistant	Rs.12,000/- p.m. consolidated	Graduate Degree/Diploma (three years), MBA in HR. Should have knowledge of computer, data acquisition for Science & Technology related information for Rural Development. At least 2 years experience in above activities.
Jr. Project Attendant	Rs.7,000/- p.m. consolidated + 20% HRA	12 th passed with 03 years experience. Full Knowledge of office routine work. Knowledge of computer, data entry and networking.
Date of Interview	Time	Venue
25/10/12	04:00 p.m.	In the office of Prof./Dr. O.P. Sharma, CAS at Room No. 325, Block-VI, 2 nd Floor, IIT Delhi

The candidates who fulfill the above qualifications / experience should appear for interview. Kindly bring your formal application through proper channel along with Bio-data with complete information regarding educational qualifications indicating percentage of marks of each



examination passed, details of working experience and a recent passport size photograph, along with photocopies certificates (both academic & professional) addressed to the **Assistant Registrar (IRD), IIT Delhi, Hauz Khas, New Delhi – 110016** on the date of interview. The advertisement No., Title of Project and Post applied for must be mentioned on top left side of the application. No candidate, who is already employed at the Institute /IRD shall be interviewed unless his/her application has not been duly forwarded by their concerned establishment sections. 5% relaxation of marks may be granted to the SC/ST Candidates.



(V.K. Vashistha)
Asstt. Registrar, IRD

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