

INDIAN INSTITUTE OF TECHNOLOGY, ROORKEE  
(Name of Dept./Centre)

Dated: .....

ADVERTISEMENT TO FILL UP PROJECT POSITIONS\*

Applications are invited from Indian nationals only for project position(s) as per the details given below for the consultancy/research project(s) under the Principal investigator (Name: Prof. D.S. Arora.....), Dept./Centre Dean(Adm.)..... Indian Institute of Technology, Roorkee.

- |                                   |  |
|-----------------------------------|--|
| 1. Title of project               | <u>Management of Transition in Director's office</u>   |
| 2. Sponsor of the project         | <u>Internal Resources, IIT Roorkee</u>   |
| 3. Project position(s) and number | <u>Project Assistant (01)</u>  |
| 4. Qualifications                 | <u>Graduate/post Graduate</u>  |
| 5. Emoluments                     | <u>35000/- P.m. + HRA</u>  |
| 6. Duration                       | <u>one year &amp; may be extended</u>  |
| 7. Job description                | <u>Liaising with visitor's, managing all meetings and prepare the minutes of the meeting, all related PS work i.e. shorthand, typing, drafting and records management of the office.</u> |

- Candidates before appearing for the interview shall ensure that they are eligible for the position they intend to apply.
- Candidates desiring to appear for the Interview should submit their applications with the following documents to the office of Principal Investigator through email, by post or produce at the time of Interview:
  - Application in a plain paper with detailed CV including chronological discipline of degree/certificates obtained.
  - Experience including research, industrial field and others.
  - Attested copies of degree/certificate and experience certificate.
- Candidate shall bring along with them the original degree(s)/certificate(s) and experience certificate(s) at the time of interview for verification.
- Preference will be given to SC/ST candidates on equal qualifications and experience.
- Please note that no TA/DA is admissible for attending the interview.

~~Note: The selected candidate may get an opportunity for PhD admission.~~

The last date for application to be submitted to office of Principal Investigator is 22/9/22 by 5 PM.  
(not applicable for walk in interview) Dean (Admin) office .

The interview will be held at 23/9/22 @ 3.00 pm at ..... (to be given only for walk in interview)

Tel:

Fax:

Name and signature  
of Principal Investigator

Email:

\*To be uploaded on IIT Roorkee website and copy may be sent to appropriate addresses by PI for wider circulation.

Abshar  
14/9/22  
डीन (सिक)/(Dean SRIC)  
आ. प्रौ. सं. रुड़की/IIT Roorkee  
Arora  
11/9/22  
Arora  
12/9/22