



भारतीय प्रौद्योगिकी संस्थान दिल्ली
Indian Institute of Technology Delhi
Hauz Khas, New Delhi – 110016. Website : www.iitd.ac.in

Advt. No. E-II/20/2024(W) Dated September 9, 2024

IIT Delhi intends to conduct a Shortlisting-based Interview to engage the services of 02 Consultants for the Office of Dean (International Programmes). The engagement will be purely on contract basis initially for a period of 01 year which can be extended upto maximum 03 years, subject to requirement and after review of satisfactory work performance based on functional need, at a consolidated remuneration as per details given below:

Engagement position	Consolidated Remuneration*	Age Limit	Essential Qualification & Experience
Consultant (International Programs Administrator) (01)	Rs. 90,000/- to Rs. 1,40,000/- (90000-105000- 120000-140000) (Per month)	Below 35 years	<u>Qualification:</u> (i) PhD OR Master of Business Administration (MBA). (ii) First class in all degrees. (iii) Preference will be given to foreign language proficiency. <u>Experience:</u> At least 03 years of post PhD OR 05 years of post MBA experience in serving a reputed Organization/ Institute in finance/ research/ academic/ administrative capacity.
Consultant (International Communications Manager) (01)	Rs. 70,000/- to Rs. 1,30,000/- (70000-95000- 110000-130000) (Per month)	Below 32 years	<u>Qualification:</u> (i) B.Tech. and M.Tech. with specialization in graphics design. OR B.Tech. or equivalent plus MCA with specialization in graphics design. OR B.Tech. or equivalent with M.Des. (ii) First class in all degrees. <u>Experience:</u> At least 03 years of post-Master's Degree experience in serving a reputed Organization/ Institute hands-on capacity in web, print-media, designing/ advertising, social media and excellent skills in written and spoken English.

* The remuneration will be commensurate with the candidate's market salary and would be typically not more than twenty percent of the remunerations received in any of the previous services/engagements.

NOTE:

- Please note that this is purely a temporary engagement and appearance in the Interview and selection thereafter, does not entitle for any claim what-so-ever for permanency on the regular establishment of IIT Delhi.
- Immediate joinee will be preferred.
- (a) Candidates are required to submit the prescribed application form affixed with recent passport size photograph duly filled by him/her. The specimen of "Application Form" is available on the Website of IIT Delhi www.iitd.ac.in (Please see link Jobs@IITDelhi, under the heading **Non-Academic**). The prescribed filled in application form alongwith self-attested copies of documents supporting Educational Qualification and Experience in PDF format should be mailed at recruitmentcell@admin.iitd.ac.in by 24.09.2024 (Tuesday). There is no need to submit hard copy through Post/Courier.

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(b) The application form should contain detailed information regarding Educational Qualification indicating percentage of Marks/Division obtained in each examination and details of work experience. The incomplete application form will be summarily rejected.

(c) Applications received within the due date will be shortlisted by a Committee and only the shortlisted candidates will be considered for Interview.

(d) The date of Interview will be intimated separately through e-mail to shortlisted candidates only.

4. Candidates must produce the original certificates/documents in support of Educational Qualification (both Academic/ Professional) and also work experience at the time of Written Test/ Interview/Joining, if selected.
5. If any information is found false/incorrect at any stage, the candidature/appointment is liable to be cancelled.

**Rectt. Cell (Estt.-2)
IIT Delhi**