



भारतीय प्रौद्योगिकी संस्थान दिल्ली
Indian Institute Of Technology Delhi
Hauz Khas, New Delhi – 110 016. Website : www.iitd.ac.in

Advt. No. E-II/07/2022 (Walk-In-Interview)

Applications are invited from Retired/ Retiring Officials from Govt. of India/ Autonomous Educational Institutions of Govt. of India/ PSUs for engaging **02 Consultants for Recruitment Cell (Estt.-2), IIT Delhi**. The engagement will be purely on contract basis initially for a period of one year which can be extended upto 02 years or till 65 years of age whichever earlier, subject to requirement and after review of satisfactory work performance and based on functional need, at a consolidated remuneration as per details given below:

Engagement position	Consolidated Remuneration	Qualifications/Experience/ Job description	Age Limit
Consultant (02)	As per the prescribed guidelines mentioned in Office Memorandum of Government of India, Ministry of Finance, Department of Expenditure vide F.No.3-25/2020-E.IIIA dated 09.12.2020.	Essential: Should have retired/ be retiring as (i) Under Secretary (or equivalent) or Assistant Registrar (or equivalent); or (ii) as Section Officer (or equivalent) after having rendered not less than 08 years of regular services in that post. Experience: Demonstrable experience in matters of Recruitment (through all modes) Selection, Promotions and Reservations/Relaxations/Concessions in appointments, Vacancy Rosters, Seniority, Conduct of recruitment exams etc. in SSC/ UPSC/ other recruitment agencies of GoI/ Recruitment Units of Autonomous Educational Institutes under GoI. Job description: <ul style="list-style-type: none">To deal with all cases concerning Recruitment of staff for the Institute.Any other work entrusted by the Competent Authority.	Not above 62 years

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 joiner 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 e2recruit@admin.iitd.ac.in by 1730 Hrs of 04.10.2022. There is no need to submit hard copy through Post/Courier.

Contd...2...

- (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.
 - (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.


Asstt. Registrar (Rectt.)

DISTRIBUTION

1. Institute Website
2. Notice Boards of IIT Delhi
3. Secretary to Dy. Director (Operations)
4. Secretary to Registrar