

इंडियन इंस्टीट्यूट ऑफ टेक्नोलॉजी दिल्ली
हौज खास, नई दिल्ली -110016
(औद्योगिक अनुसंधान एवं विकास इकाई)
INDIAN INSTITUTE OF TECHNOLOGY DELHI
Hauz Khas, New Delhi-110016
(Industrial Research & Development Unit)

No. IITD/IRD/MI00193G/239404

Dated: 15/06/2020

Advertisement No.: IITD/IRD/095/2020


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. निम्नलिखित परियोजना के तहत भारतीय नागरिकों से आवेदन आमंत्रित किए जाते हैं। अपॉइंटमेंट, अनुबंधित आधार पर समेकित वेतन, नवीकरणीय वार्षिक या परियोजना की अवधि तक, जो भी पहले हो, के साथ होगा.

Title of the Project	Record for Staff hired by IRD to work under QIP (MI00193G)	
Funding Agency	IIT Delhi	
Name of the Project Investigator	Prof. Mahim Sagar	
Deptt./ Centre	Department of Management Studies	
Duration of the Project	Upto:31/03/2021	
Post (s)	Consolidated Pay-slab	Qualifications
Project Assistant (Admin) (1)	Rs.29,200-31,200-33,200-35,800-38,400-41,000/- p.m. plus HRA @ 24%	Graduate / Postgraduate preferably in Engineering. At least 3 years' experience in a Govt. office or in educational Institution or repute. Key job requirements: 1. Generating leads of corporates requiring training, New Business Development and cross-selling of programmes 2. Job requires frequent visits to Government organizations / PSUs / corporates. 3. Seek out the appropriate contact in an organization 4. Identify new business opportunities -including new markets, growth areas, trends, customers, products and services 5. Maintaining key relations and growing the business from existing accounts 6. Building strong interpersonal relationships with key client decision makers (middle/senior management) 7. Making effective presentations based on identified needs of the prospective clients and handling negotiations effectively 8. Good Communication skills, Experience in providing customer service support, Strong client-facing and communication skills, advanced troubleshooting and multi-tasking skills, Customer service orientation.

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/rec>) of IIT Delhi and submit the duly filled form with complete information regarding educational qualifications indicating percentage of marks/division, details of work experience etc. by mail with advertisement No. on the subject line at email id: qipitd@admin.iitd.ac.in

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 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. **Mahim Sagar** at email id: qipitd@admin.iitd.ac.in

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. अनुसूचित जाति / अनुसूचित जनजाति के उम्मीदवारों को अंकों की 5% छूट दी जा सकती है. एक सेवानिवृत्त सरकारी कर्मचारी के चयन के मामले में उसका वेतन वर्तमान आईआरडी मानदंडों के अनुसार तय किया जाएगा। **The last date for submitting the completed applications by email is 30/06/2020 by 5.00 p.m.** The shortlisted candidates who are called for online interview should bring original certificates (both professional and academic) with a recent passport size photograph at the time of interview.


सहायक कुलसचिव, आईआरडी

वितरण

- Head of the Deptt./Centres/Units : It is requested that the contents of the Above Advt. be brought to the notice of the staff working in your Deptt./Centre/Unit
- Webmaster, IRD : To put advertisement at IITD website.
- Notice Boards
- Advertisement file
- Prof. Mahim Sagar, PI, Department of Management Studies
- Copy to Chairperson, DRC/CRC
- Dr. Harshita Bhatnagar, RD Coordinator, (R&D) Wing