



Indian Institute of Technology, Kanpur

The Office of Research & Development

Advt. No.: REO/R&D/2015/02

Indian Institute of Technology, Kanpur an Institute of national importance, has been in the forefront of engineering & technology education and research & development. The Institute derives strength from its philosophy, vision and values that has led to achievement of academic excellence and promotion of high order technological research. The Institute's R&D Division is looking for suitable Indian nationals for appointment on the following positions for short-term R&D Projects on contractual basis for a period of five years.

Designation		No. of Posts	Pay Band	Grade Pay	*Total Emoluments
REOs (Grade II)		8	PB-3	Rs.5400	Rs. 61800 (approx.)
REOs (Grade I)		14	PB-3	Rs.6600	Rs. 73150 (approx.)
Total		22			
Maximum age limit	REOs (Grade II)	32 years i.e. born on or after 11.12.1983			Please see the point no. 3 of General information and conditions for age relaxations
	REOs (Grade I)	35 years i.e. born on or after 11.12.1980			
a. The prescribed maximum age shall be determined as on 11.12.2015 which shall be the closing date of application.					
b. Closing date for online application is 04.12.2015 and for offline application is 11.12.2015					
1. *Total Emoluments means approximate total emoluments on minimum of scale includes House Rent Allowance, DA, Transport Allowance and employer contribution of NPS.					
2. Reservation will be application as per G.O.I. norms.					
The minimum, desirable qualification, experience and job specification for the above post(s), as per Serial Number with Post, Department, Cadre, No of Post , Post Code & Pay Band:					
<div>➤ Serial Number : 01</div> <div>➤ Post: Research Establishment Officer (Grade I)</div> <div>➤ Department: Mechanical Engineering</div> <div>➤ Cadre: B</div> <div>➤ No. of Post: 01</div> <div>➤ Post Code: 002B</div> <div>➤ PB 3:Grade Pay Rs.6600/-</div>					
Minimum	M.Tech in Mechanical Engineering with 3 years relevant experience/ Ph.D. in Mechanical Engineering				
Desirable	Background and relevant experience in: Scanning Electron Microscope, Transmission Electron Microscope, Atomic Force Microscope, Raman spectroscopy, Accelerating rate calorimeter, NC/CNC Programming, Metrology, Computer Aided Design, Lithography, Laser Based Instrumentation, Laser Based Manufacturing, Micro/ Nano manufacturing, Automatic data/ image acquisition system, UV-Vis-NIR Spectrophotometer, Dynamic Light Scattering (DLS), FTIR Microscopy & Imaging System, Confocal Raman Microscope.				

Job Specification	a. Assist faculty/ students to conduct experiments and analysis b. Develop new experiments c. Initiate proposals for funding agencies
➤ Serial Number : 02 ➤ Post: Research Establishment Officer (Grade I) ➤ Department: Nuclear Engineering and Technology and National Aerosol Facility (NET and NAF) ➤ Cadre: B ➤ No. of Post: 01 ➤ Post Code: 002B ➤ PB 3: Grade Pay Rs.6600/-	
Minimum	M.Sc. / M.Tech. in Nuclear Engineering and Technology/ Experimental Aerosol Science/ Mechanical Engg./ Environmental Engg./ Atmospheric Science or a related discipline with 3 years relevant experience OR Ph.D. in Nuclear Engineering and Technology/ Experimental Aerosol Science/ Mechanical Engg./ Environmental Engg./ Atmospheric Science or a related discipline
Desirable	Background and relevant experience in: 1. Radiation detectors and imaging 2. Computational methods for nuclear safety 3. The operation and maintenance of advanced aerosol instrumentation, ideally acquired by involvement in instrument design and construction 4. Performing online aerosol physical characterization such as particle sizing and growth studies as well as both offline and online chemical composition measurement techniques 5. Experimental Fluid Dynamics (EFD) setups
Job Specification	1. Assist faculty/ students in conducting experiments and analysis 2. Develop new experiments 3. Initiate proposals for funding agencies 4. Work with other researchers and support staff in a collaborative research environment
➤ Serial Number : 03 ➤ Post: Research Establishment Officer (Grade I) ➤ Department: Chemistry ➤ Cadre: B ➤ No. of Post: 02 ➤ Post Code: 002B ➤ PB 3: Grade Pay Rs.6600/-	
Minimum	Ph.D. in Chemistry
Desirable	A. Should have minimum of 2 years working experience at IIT/ University/ Technical Institutions level in chemistry laboratories for undergraduate engineering and science students; experience may be relaxed for exceptional candidates. Sound knowledge of chemistry behind experiments; ability to communicate well for the delivery of laboratory tutorials and student interaction OR B. Should have minimum of 2 years working experience and sound knowledge of working principles of modern chemistry instrumentation such as IR, Mass and NMR spectrometers and other equipments; experience may be relaxed for exceptional candidates. Coordination and AMC of instruments; Experience in interfacing with research groups and students and machine management.

Job Specification	<p>(a) Job will involve coordination of teaching UG & PG teaching laboratories. Help in organization of experiments, maintenance of lab equipments and assistance in lab tutorials. The specifications may change depending on need and advice of instructor(s).</p> <p>(b) Upkeep, maintenance and management of research equipments. Supervision of operators. Interaction with faculty and students. Provide instrument-based solutions for research problems.</p>
<p>➤ Serial Number : 04</p> <p>➤ Post: Research Establishment Officer (Grade II)</p> <p>➤ Department: National Wind Tunnel Facility</p> <p>➤ Cadre: A</p> <p>➤ No. of Post: 01</p> <p>➤ Post Code: 001A</p> <p>➤ PB 3:Grade Pay Rs.5400/-</p>	
Minimum	B.Tech in Aerospace/ Mechanical Engineering
Desirable	B.Tech. in Aerospace/ Mechanical Engineering with 2 Years relevant experience in Model Design and Wind Tunnel Studies on Aerospace Vehicles/Civil Engineering Structures in Large Wind Tunnels or M.Tech. in Aerospace/ Mechanical Engineering. Hands-on exposure to experimentation using PIV System is preferred.
Job Specification	<ul style="list-style-type: none"> • Model Design & Fabrication of aerospace related experiments • Instrumentation • Measurement Techniques (Force Balance, Pressure Measurement) • Flow Visualization & Measurements using PIV System • Maintenance of Mechanical Systems • Analysis of test results & report writing • Supervision of student projects • Scheduling of experiments • Interaction with clients
<p>➤ Serial Number : 05</p> <p>➤ Post: Research Establishment Officer (Grade II)</p> <p>➤ Department: Computer Centre</p> <p>➤ Cadre: A</p> <p>➤ No. of Post: 01</p> <p>➤ Post Code: 001A</p> <p>➤ PB 3:Grade Pay Rs.5400/-</p>	
Minimum	B.Tech/ B.E. or M.Sc.
Desirable	01 years relevant experience in maintaining servers, installation and maintenance of parallel computing softwares, writing applications using MPI and related High performance Computing PC libraries. Proficiency in visualization, accelerators like GPU, Xeon Phi. This post requires looking after the High performance Computing facility and also helping the users of scientific computing in writing/ debugging/ porting of parallel applications and softwares.
Job Specification	<ul style="list-style-type: none"> • Maintenance of HPC systems • Training of users on a day-to-day basis • Assist in the organizing short-term and long-term courses for optimum usage of HPC • Participate and assist in HPC Research • Assist in the upgradation of HPC hardwares and softwares

➤ Serial Number : 06 ➤ Post: Research Establishment Officer (Grade I) ➤ Department: Computer Centre ➤ Cadre: A ➤ No. of Post: 01 ➤ Post Code: 002A ➤ PB 3: Grade Pay Rs.6600/-	
Minimum	B.Tech/ B.E. with 5 years of relevant experience or M.Tech/ M.Sc. with 3 years relevant experience
Desirable	5 years relevant experience in scientific computing, writing/ handling/ maintaining large scientific codes, working on High Performance Computing clusters. Candidates with Ph.D. degree in an engineering or science discipline and experience in scientific computing will also be considered. The candidate will be looking after the High Performance Computing Facility and also help in carrying out research in the computational science and engineering, interfacing with scientists and engineering of the institute for solving large scale computational problem, and also coordinate organization of High Performance Computing workshops and schools for users.
Job Specification	<ul style="list-style-type: none"> • Maintenance of HPC systems • Training of users on a day-to-day basic • Organizing short-term and long-term courses for optimum usage of HPC • Participate and assist in HPC Research • Upgradation of HPC hardwares and softwares
➤ Serial Number : 07 ➤ Post: Research Establishment Officer (Grade I) ➤ Department: Centre for Laser & Photonics and Photonics Science & Engineering Program (CELP/PSEP) ➤ Cadre: B ➤ No. of Post: 01 ➤ Post Code: 002B ➤ PB 3: Grade Pay Rs.6600/-	
Minimum	Ph.D. in Physics/ Ph.D. in Electronics Engineering/ Ph.D. in Electrical Engineering
Desirable	Should have handled the day to day operations and maintenance of a femto-second laser, 3 years relevant experience in handling of femto-second lasers. Experience in optical spectroscopy, micro-level fabrication and computer interfaced data acquisition is also desired.
Job Specification	To look after the day to day operation of the existing facility and its maintenance.
➤ Serial Number : 08 ➤ Post: Research Establishment Officer (Grade I) ➤ Department: Earth Sciences ➤ Cadre: A ➤ No. of Post: 01 ➤ Post Code: 002A ➤ PB 3: Grade Pay Rs.6600/-	
Minimum	B.Tech with 5 year relevant experience/ M.Tech or M.Sc. with 3 year relevant experience/ Ph.D.

Desirable	a. Degree in Electronics or Instrumentation with 2 years of relevant experience in handling analytical instruments, OR b. Degree in Earth Sciences/ physics/ geophysics etc. with experience handling earth science related projects.
Job Specification	Responsible for handling analytical and geophysical instruments such as ICP-MS, SEM, XRD, resistivity meter, magnetometer, gravimeter etc. and the related labs. He/ she would be responsible for day-to-day functioning of the lab and also for training the students both in the lab as well as in the field.
➤ Serial Number : 09 ➤ Post: Research Establishment Officer (Grade II) ➤ Department: Physics ➤ Cadre: A ➤ No. of Post: 01 ➤ Post Code: 001A ➤ PB 3: Grade Pay Rs.5400/-	
Minimum	B.Tech in Electrical Engineering/ Material Science and Engineering or B.S.(4 years) in Physics or M.Sc. in Physics
Desirable	M.Sc. in Physics/ M.Tech in Electrical Engineering/ Electronics with 2 years extensive experience in the areas of cryogenics, operation of high power lasers, vacuum technology and thin film processing is needed to maintain the facilities and assist in our research programme.
Job Specification	Maintenance and upkeep of sophisticated research equipments, some of which are mutli-user facilities, being used by students from various departments; operation of cryogenic equipments, vacuum systems, high power excimer laser, x-ray diffractometer, scanning porbe microscope, sample preparation using arc melter, laser ablation, thermal evaporation, sputtering.
➤ Serial Number : 10 ➤ Post: Research Establishment Officer (Grade I) ➤ Department: Physics ➤ Cadre: B ➤ No. of Post: 01 ➤ Post Code: 002B ➤ PB 3: Grade Pay Rs.6600/-	
Minimum	M.Tech/ M.Sc. with 3 years of relevant experience in electronic circuits and high voltage electrical systems or Ph.D. in experimental physics.
Desirable	<i>M.Tech/ M.Sc.:</i> Experience in electrical/ electronic background of high calibre with expertise in electronic circuit design and troubleshooting OR <i>Ph.D.:</i> Experimental work in Accelerators/ Ion beams. Working knowledge of ultra-high vacuum techniques. Hands-on experience in building and/or handling an accelerator facility in a university will be useful. Experience as a mere user of an accelerator is insufficient.
Job Specification	<ul style="list-style-type: none"> • Design and testing of high/ low voltage power supplies for the accelerator system. • Designing electronic modules and troubleshooting. • Handling and maintenance of ultra high vacuum systems. • General maintenance of lab equipment.
➤ Serial Number : 11 ➤ Post: Research Establishment Officer (Grade II)	

<ul style="list-style-type: none"> ➤ Department: Industrial & Management Engineering ➤ Cadre: B ➤ No. of Post: 01 ➤ Post Code: 001B ➤ PB 3:Grade Pay Rs.5400/- 	
Minimum	M.Tech in Computer Science or Information Technology
Desirable	M.Tech in Computer Science or Information Technology with one year working experience in two or more of the following areas: network management, software development, server management. Experience in various software installation, up-gradation, maintenance of computer hardware is required. Persons with ability to work independently will be preferred.
Job Specification	The job entails technical assistance in the IME labs. The candidates shall maintain the network, computers, projects and the associated equipment and in general ensure that the equipment in the IME lab and elsewhere in the department. Functions well in accordance with the needs of the IME department.
<ul style="list-style-type: none"> ➤ Serial Number : 12 ➤ Post: Research Establishment Officer (Grade II) ➤ Department: Electrical Engineering ➤ Cadre: B ➤ No. of Post: 01 ➤ Post Code: 001B ➤ PB 3:Grade Pay Rs.5400/- 	
Minimum	M.Tech. in Electronics/ Electrical Engineering with specialization in RF and Microwave Engineering from a reputed institute
Desirable	The candidates should have a good academic record. Candidates having 2 years Hands-on experience in handling the RF instruments such as the vector network analyzer, spectrum analyzer etc. are highly desirable. The experience of working with the advanced electromagnetic field simulation tools would be an added advantage.
Job Specification	To manage the teaching and research labs including various facilities of the RF and Microwaves group, and to assist in developing some new experiments for the graduate students. The person should also be willing to learn new methodologies and techniques.
<ul style="list-style-type: none"> ➤ Serial Number : 13 ➤ Post: Research Establishment Officer (Grade I) ➤ Department: Electrical Engineering ➤ Cadre: B ➤ No. of Post: 01 ➤ Post Code: 002B ➤ PB 3:Grade Pay Rs.6600/- 	
Minimum	M.Tech. in Electrical Engineering with 3 years of relevant experience/ PhD degree in Electrical Engineering

Desirable	<p>3 years relevant experience for the candidates in power systems group includes (but is not limited to) the following areas:</p> <ol style="list-style-type: none"> 1. Power system dynamics, stability, and control 2. State estimation 3. Synchrophasor applications 4. Testing on real time simulators and DC microgrid 5. VSC based HVDC for RES integration 6. Power Quality and FACTS 7. Control and modelling of AC & DC microgrids 8. Power electronic converters (ac-dc, dc-dc and dc-ac) <p>Candidate should have adequate experience in the areas of power electronics applications to power systems, DC and AC microgrid and renewable energy integration, and power system automation and control.</p>
Job Specification	The successful candidate is expected to manage the Real-time Power System Laboratory and Synchrophasor facilities in the Department of Electrical Engineering, and also carry out extensive research and developmental work in the area of electric power systems.
<p>➤ Serial Number : 14</p> <p>➤ Post: Research Establishment Officer (Grade I)</p> <p>➤ Department: Chemical Engineering</p> <p>➤ Cadre: A</p> <p>➤ No. of Post: 01</p> <p>➤ Post Code: 002A</p> <p>➤ PB 3:Grade Pay Rs.6600/-</p>	
Minimum	M.Tech in Chemical Engineering/ Materials Science/ Materials Engineering with 3 years of relevant experience or M.Sc in Physics/ Chemistry/ Materials Science/ Analytical Chemistry with 3 years of relevant experience or PhD in Chemical Engineering/ Materials Science/ Chemistry/ Physics with expertise in experimental research focussed on material characterization.
Desirable	<p>The applicant should have the</p> <p>A. Experience of working with one or more of the following experimental methods/ facilities: 1. Raman Spectroscopy, 2. FTIR, 3. AAS, 4. AFM/ SPM, 5. SEM, 6. TEM, 7. XPS, 8. Others</p> <p>B. Experience of managing a research facility comprising characterization equipment</p>
Job Specification	<ol style="list-style-type: none"> 1. To oversee and manage the operation in the common experimental research facilities in the department and help the department in running the facilities smoothly (maintenance of equipment, maintenance of manuals, safety issues, training users) 2. To help in data acquisition and analysis in the area of expertise of the applicant. 3. To assist the departmental research activities as assigned by the Head from time to time.
<p>➤ Serial Number : 15</p> <p>➤ Post: Research Establishment Officer (Grade I)</p> <p>➤ Department: Chemical Engineering</p> <p>➤ Cadre: A</p> <p>➤ No. of Post: 01</p> <p>➤ Post Code: 002A</p> <p>➤ PB 3:Grade Pay Rs.6600/-</p>	

Minimum	M.Tech. in Chemical Engineering/ Mechanical Engineering with 3 years of relevant experience or Ph.D. in Chemical Engineering/ Mechanical Engineering with expertise in computational research.
Desirable	<ol style="list-style-type: none"> 1. Expertise in computational server management (both in Linux & Windows platforms) and software maintenance. 2. Exposure to Numerical/ Computational Methods, knowledge and experience of working with Aspen/ Hysys, Matlab etc.
Job Specification	<ol style="list-style-type: none"> 1. Maintaining computational facilities of the different labs (Primarily Linux/ Windows Servers/ Clusters and other high-end computers) 2. Assisting the instructors in computational labs on process simulations, process control, and process design. 3. Helping the M.Tech/ Ph.D. students in improving the efficiency of their computational work. 4. Helping students in writing/ debugging/ porting of parallel applications and softwares.
<p>➤ Serial Number : 16</p> <p>➤ Post: Research Establishment Officer (Grade I)</p> <p>➤ Department: Materials Science and Engineering</p> <p>➤ Cadre: A</p> <p>➤ No. of Post: 01</p> <p>➤ Post Code: 002A</p> <p>➤ PB 3:Grade Pay Rs.6600/-</p>	
Minimum	B.Tech in Materials Science and Engineering/ Metallurgical Engineering with 5 years relevant experience or M.Tech/ M.Sc. in Materials Science and Engineering/ Metallurgical Engineering with 3 years relevant experience or Ph.D. in Materials Science and Engineering/ Metallurgical Engineering
Desirable	Good educational background (throughout first class) and proven expertise in Materials Processing/ Materials Science/ Mechanical metallurgy. Hands on experience in usage and maintenance of materials processing equipment like (i) rolling mill, extrusion and wire drawing, (ii) powder processing and sintering furnaces, mechanical milling, (iii) melting casting, and solidification processing, (iv) MBE/thin film deposition systems, (v) Laser processing systems, etc. Preference will be given to candidates with post graduate degree/ Ph.D. with thesis work involving materials processing.
Job Specification	The research officer is expected to help in maintenance and operation of materials processing equipment like heat treatment and sintering furnaces, rolling mills, extrusion wire drawing systems, casting and solidification systems, thin film deposition systems, laser processing systems etc. that are housed in the MSE Department. Candidate should have good academic training and background in aspects related to materials processing. The research officer is expected to assist in conducting teaching laboratories involving processing facilities and train and assist researchers of department in the usage of the processing equipment. The candidate is also expected to assist faculty in conducting short-term courses and workshops periodically arranged by Department.

<ul style="list-style-type: none"> ➤ Serial Number : 17 ➤ Post: Research Establishment Officer (Grade I) ➤ Department: Materials Science and Engineering ➤ Cadre: A ➤ No. of Post: 01 ➤ Post Code: 002A ➤ PB 3:Grade Pay Rs.6600/- 	
Minimum	B.Tech in Materials Science and Engineering/ Metallurgical Engineering with 5 years relevant experience or M.Tech/ M.Sc. in Materials Science and Engineering/ Metallurgical Engineering with 3 years relevant experience or Ph.D. in Materials Science and Engineering/ Metallurgical Engineering
Desirable	Good educational background (throughout first class) and proven expertise in Materials characterization tools and techniques. Hands on experience in the usage and maintenance of characterization equipment like.(i) SEM, EDS, EBSD, EPMA; (ii) TEM, STEM, HAADF, HRTEM, etc. Preference will be given to candidates with post graduate degree/ Ph.D. with thesis work involving XRD and electron microscopy.
Job Specification	The research officer is expected to help in maintenance and operation of electron microscopy and related sample preparation facilities. More specifically, the candidate is expected to manage characterization equipment, particularly electron microscopy facilities consisting of (i) SEMs with EDS-EBSD and other attachments; (ii) TEM/HRTEM with EDS and HAADF and (iii) complete range of electron microscopy samples preparation accessories that are housed in MSE department The research officer is expected to train researchers and help/guide researcher in handling such instruments. S/he is expected to assist in conducting teaching laboratories involving these facilities. The officer is also expected to assist faculty in conducting short-term courses and workshops periodically arranged by Department.
<ul style="list-style-type: none"> ➤ Serial Number : 18 ➤ Post: Research Establishment Officer (Grade II) ➤ Department: SIDBI Innovation & Incubation Centre ➤ Cadre: A ➤ No. of Post: 01 ➤ Post Code: 001A ➤ PB 3:Grade Pay Rs.5400/- 	
Minimum	B.Tech or equivalent/ M.Sc. or equivalent from premier Institutes with good academic performance
Desirable	<ol style="list-style-type: none"> 1. Candidates having technical qualifications with at least 65% marks are desirable. 2. Certified Patent Professional or Experience in the field of patenting, patent search, patent drafting and patent procedures. 3. Experience in administrative matters relating to Incubation Centre Management including Legal, Establishment, General Administration, Accounting and Finance, liaising with funding agencies related to Entrepreneurship, incubation and technology transfer 4. Computer literacy and ability to work independently will be preferred.

Job Specification	<p>The person will be primarily responsible for the following:</p> <ol style="list-style-type: none"> 1. Intellectual Property Portfolio Management, Technology Transfer activities, Agreement drafting/ Interpretation and execution. 2. Incubation Activity management includes, but is not limited to <ol style="list-style-type: none"> a. Management of the various incubation centres, research centres, labs and accelerators established at IIT Kanpur under SIIC, b. Fund raising, deployment and monitoring of seed funds, c. Managing various schemes of the governmental/ non-governmental funding agencies and organizing, managing outreach activities. d. Smooth administration of the various facilities under the administrative control of the incubation centre.
<p>➤ Serial Number : 19</p> <p>➤ Post: Research Establishment Officer (Grade II)</p> <p>➤ Department: Aerospace Engineering</p> <p>➤ Cadre: A</p> <p>➤ No. of Post: 01</p> <p>➤ Post Code: 001A</p> <p>➤ PB 3:Grade Pay Rs.5400/-</p>	
Minimum	B.Tech in Aerospace Engineering
Desirable	B.Tech in Aerospace Engineering with 2 years relevant experience or M.Tech in Aerospace Engineering with relevant experience in flight testing and sound knowledge of flight mechanics and dynamics.
Job Specification	<ul style="list-style-type: none"> • Data acquisition & implementation of measurement techniques • Design of flight mechanics experiments • Troubleshooting and maintenance of existing aircraft systems • Calibration of instruments • Helping graduate research
<p>➤ Serial Number : 20</p> <p>➤ Post: Research Establishment Officer (Grade II)</p> <p>➤ Department: Aerospace Engineering</p> <p>➤ Cadre: A</p> <p>➤ No. of Post: 01</p> <p>➤ Post Code: 001A</p> <p>➤ PB 3:Grade Pay Rs.5400/-</p>	
Minimum	B.Tech in Aerospace Engineering/ Mechanical Engineering/ Chemical Engineering
Desirable	B.Tech in Aerospace Engineering/ Mechanical Engineering/ Chemical Engineering with 2 years relevant experience or M.Tech in Aerospace Engineering/ Mechanical Engineering/ Chemical Engineering
Job Specification	<ul style="list-style-type: none"> • Design of experiments in fluid and propulsion • Data acquisition and analysis • Maintenance of equipments • Help in conductivity lab classes • Helping graduate research
<p>➤ Serial Number : 21</p> <p>➤ Post: Research Establishment Officer (Grade I)</p> <p>➤ Department: Imagineering Laboratory (SIIC)</p> <p>➤ Cadre: A</p> <p>➤ No. of Post: 01</p>	

➤ Post Code – 002A ➤ PB 3:Grade Pay Rs.6600/-	
Minimum	<ul style="list-style-type: none"> • B.E./ B. Tech. (Mechanical/ Production) + 05 years of relevant experience OR • M.Tech. (Mechanical/ Production/ Manufacturing Science) + 03 years of relevant experience OR • Ph. D. (Mechanical/ Production/ Manufacturing Science)
Desirable	<ul style="list-style-type: none"> (i) Candidates with higher qualification, excellent academic record will be preferred (ii) Direct experience of managing modern manufacturing shop floor (iii) Experience of NC/CNC based production platforms (iv) Experience of non-conventional machining (water jet/ EDM/ Laser/ PCB etc.) (v) Knowledge of CAD/Solid modeling software and interfacing (vi) Hands on operation and maintenance supervision of machine tools
Job Specification	<p>The person will be primarily responsible for the following:</p> <ul style="list-style-type: none"> (i) Professional management of the entire fabrication/ manufacturing and production/ developmental infrastructure of the Central Workshop and the Tinkering Laboratory of the institute. (ii) Management includes, but is not limited to: (a) Liaison with administrative personnel and institute functionaries for all matters related to the facility and allied activities, (b) Safe running, upkeep and maintenance of all the fabrication/production machinery, machine tools and allied infrastructure, (c) Monitoring, quality control and timely production of job-works by workshop/ laboratory staff, (d) Machine/material/tool/accessories procurement, (e) Inventory control and assessment (f) Discussions with students and staff to understand their fabrication needs and to facilitate ideation and fabrication(g) Laboratory development activities, (h) Conducting and coordinating outreach and training activities (i) Workshop staff coordination, planning, organization and facilitate their skill development, (j) Coordination with third party vendors, suppliers, contractors, maintenance personnel involved in facility works, (k)Promoting safe work culture, (l) Any other work, as deemed necessary by the institute administration

General information and conditions:-

1. Benefits, terms and conditions under R & D Service:

- These posts carry Dearness Allowance (DA), House Rent Allowance (HRA) and Transport Allowance (TA) as admissible to the central government employees and as made applicable to Institute.
- In addition to the emoluments indicated against each category of posts, benefits such as applicability of New Pension Scheme 2004, facility of health centre for self and dependents are available as per Institute rules.
- As REOs are purely temporary, benefits that are applicable only to permanent employees of the institute (e.g., LTC, Motor Car Advances, Personal Computer Advance and House Building Advances) will not be applicable to them.
- Each appointment will be made on contractual basis initially for a period of three years, extendable up to 2 years on noteworthy performance.

- e. Deserving candidates may be considered at the time of Interview by the Selection Committee for advance increment/s as per Institute Rules.
- f. Earned leave, half pay leave and Casual leave will be admissible as per rule.

2. Other conditions

- a. The applicant must be a citizen of India.
- b. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as on the last date of receipt of the applications. No enquiry asking for advice as to eligibility will be entertained.
The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. The duly constituted Screening Committee may adopt its own criteria for shortlisting the candidates. The candidate should therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with self certified documents. Completion of Ph.D. degree will be reckoned from the date of issue of provisional certificate/ notification.
- c. The application should be accompanied by self attested copies of the relevant educational qualification, experience. The prescribed qualifications should have been obtained through recognized Universities/ Institutions. Incomplete application/applications received or not accompanied with the required certificates / documents / Fees are liable to be rejected.
- d. In respect of equivalency clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce certificate in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the Application is liable to be rejected.
- e. The period of experience rendered by a candidate on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.
- f. If any document/ certificate furnished are in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be submitted.
- g. The date for determining the upper age limit, qualifications and /or experience shall be the closing date prescribed for receipt of applications.
- h. The period of experience shall be counted after the date of acquiring the minimum prescribed educational qualifications.
- i. Persons with disabilities (**PWD**) fulfilling the eligibility conditions prescribed under Gol instructions are encouraged to apply.
- j. In case a candidate is staying abroad, his/her candidature may be considered in absentia by the Selection Committee on his/her written request.
- k. The Selection Committee may choose to place the candidate in any of the Grade Pay within the Pay Band depending upon the performance of the candidate and subject to meeting the minimum eligibility criterion specified.
- l. Only outstation candidates called and found eligible for interview will be paid to and from single second AC rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to Kanpur on production of Rail Tickets/Rail Ticket Numbers or any other proof of journey. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview. Such candidate will not be paid any fare.
- m. The decision of the Institute in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination/interview will be final and binding on the candidates.

- n. The Institute reserves the right not to fill up the posts, cancel the Advt. in whole or in part without assigning any reason and its decision in this regard shall be final.
- o. **Canvassing in any form and/ or bringing any influence political or otherwise will be treated as a disqualification for the post.**
- p. **NO INTERIM ENQUIRY OR CORRESPONDANCE WILL BE ENTERTAINED.**

3. Relaxations:

- a. The upper age limit is relaxable upto 05 years for SC/ST and 03 years for OBC as per rule, on production of relevant certificate in the prescribed format signed by the specified authority at the time of interview.
- b. Upper age limit is also relaxable upto five years for the regular employees working in Institute laboratories / institutes, Government Departments, autonomous bodies and public sector undertakings.
- c. Relaxation in upper age limit for physically handicapped and ex-servicemen will be as per rules.
- d. Relaxation in age, over and above the stipulated limit, educational qualification and / or experience may be considered in case of exceptionally meritorious candidates or if sufficient number of candidates possessing the requisite qualification and/ or experience is not available to fill up the posts.
- e. Regular employees of IITs who are educationally qualified and otherwise eligible can be considered for the recruitment up to 50 years of age.

4. How to apply:

- a. Eligible candidates are required to apply ONLINE/ OFFLINE through our website http://www.iitk.ac.in/infocell/RnD_Recruitment
- b. If the candidate does not have a valid email id, he/ she should create a new valid email id before applying online/ offline.
- c. **Online Application** will be available on our website **from 10.11.2015 to 04.12.2015** and **Offline application** will be available on our website **from 10.11.2015 to 11.12.2015**.
- d. Candidates are required to arrange for a crossed **Demand Draft for Rs.500/ drawn on any nationalized bank and valid for at least 3 months in favor of The Registrar, IIT Kanpur payable at Kanpur**. The **last date for submitting online application** and making of Demand Draft upto **04.12.2015** and **offline application** and making of Demand Draft upto **11.12.2015**. This date will be the same for the candidates belonging to far-flung areas. The following details must be filled up on back side of Demand Draft **(i) Candidate's Name, (ii) Candidate's Category, (iii) Post Code Applied For (IV) Serial Number**. The candidates belonging to SC/ST/PWD/Women/Institute Employees/Abroad Candidates category are exempted from submission of application fee.
- e. In case of universities/institute awarding CGPA/SGPA/OGPA grades candidates are requested to convert the same into percentage based on the formula as per their university/institute.
- f. Successful online application is indicated by the page displayed after clicking Submit Button indicating the generated "APPLICATION NUMBER". Please note down the same carefully and preserve it. If you do not preserve it, you will not be able to Re-print the Application.
- g. In case candidate wants to modify/withdraw the application there is a 'CANCEL' option to cancel the online application. Please note that application once cancelled will not be retrieved at any stage. If you have cancelled the application, please reapply before the closure of Application Date as per advertisement. Please remember to take fresh print out after modifying any details.
- h. This computer generated application (Print-out)/ or offline application duly accompanied by attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, experience, re-prints of publications and caste certificate, if applicable along with one recent passport size self-signed photograph affixed together with Demand Draft (if applicable) should be sent in an envelope superscribed "APPLICATION FOR THE POST OF

_____ with **Serial Number.....** and **Advertisement No.....** (Post Code _____)” by registered/ speed post to the address:- **Sr. Deputy Registrar, The Office of Research and Development, Indian Institute of Technology Kanpur - 208016.** The **last date for receipt of hard copy online/offline of application is 11.12.2015.** Candidates applying for more than one post must submit separate application form for each post indicating the Code No. of the post and Serial Number. The hard copy(s) of each application must be accompanied by separate Demand Draft(s).

- i. Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- j. Applications from employees of Government Departments will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. Also, vigilance clearance should also be recorded. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach Institute at the earliest.
- k. Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay) will not be entertained by Institute.
- l. Incomplete applications (i.e. without photograph, unsigned and application fee, applicable testimonials) will not be entertained and will be summarily rejected.

AND the following documents must be attached along with application form, sent by post:

- a. Demand Draft of Rs.500/- as application fee, where applicable.
- b. Colored photograph pasted on the form and signed across in full.
- c. Self attested photocopy of Date of Birth Certificate.
- d. Self attested photocopies of educational certificates.
- e. Self attested photocopy of caste certificate, if applicable.
- f. Self attested photocopies of experience certificates, if any.

Important Note:

1. Any Amendment/Corrigendum/Submission date extension in respect of above advertisement shall be issued on our website: **http://www.iitk.ac.in/infocell/RnD_Recruitment** only and no separate notification shall be issued in the news paper/press. Candidates are therefore requested to regularly visit our website to keep themselves updated.

2. In case of any dispute, decision of the Director, IIT Kanpur, shall be final.

Copy forwarded to:

- (a) All Heads of Deptts./ Sections/ IDPs/ Centres/ Units with the request to extend it wide publicity.
(b) Also to the following for information, please.

(i) Director's Office
(iii) SC/ST Cell

(ii) Deputy Director's Office
(iv) Notice Boards

Sd/-

Date: 10.11.2015

Sr. Deputy Registrar,

The Office of Research and Development,

Indian Institute of Technology Kanpur - 208016