



भारतीय सूचना प्रौद्योगिकी संस्थान धारवाड़
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY DHARWAD
[Institute of National Importance by an Act of Parliament]

Ref. No.: IIITDWD/EST/NON-TEACHING/RECR/2020/4156

Date: 18/09/2020

IIIT Dharwad is an Institute of National Importance by an Act of Parliament- (23 of 2017) in Public, Private, Partnership (PPP) mode between Ministry of Education, Government of India, Government of Karnataka and Industry Partner KEONICS.

IIIT Dharwad invites online applications for the following non-academic **Contract Positions** from Indian Nationals.

Sl. No.	Name of the Post	Posts
1	Junior Technical Assistant / Lab Assistant (CSE/Data Science)	02
2	Junior Technical Assistant / Lab Assistant (ECE)	02
3	Junior Engineer	01
4	PA to Director	01
5	Assistant Sports Coach	01
6	Head of Security	02
7	Junior Assistant	04
8	Multi-skilled Worker	01

Note: Last date to receive applications online is **5th October 2020**.

Interested candidates may apply online at the Institute website: <http://www.iiitdwd.ac.in/Careers.php>



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A. The essential qualifications and experience required for the above post(s) are as under:

1.	<p><u>Junior Technical Assistant(CSE/Data Science/ECE):</u></p> <p>A. <u>Essential Qualification and Experience:</u></p> <p>(i) Bachelor's Degree in relevant Engineering field+ One Year Laboratory Field experience in reputed academic institutions.</p> <p>(ii) Accustomed to working in Computer Environment with good communication skills both oral and written.</p> <p>B. <u>Age Limit:</u> 35 Years</p>
2.	<p><u>Junior Engineer:</u></p> <p>A. <u>Essential Qualification and Experience:</u></p> <p>(i) Bachelor's Degree in relevant Engineering field+ One Year Laboratory Field experience in reputed academic institutions.</p> <p>(ii) Accustomed to working in Computer Environment with good communication skills both oral and written.</p> <p>B. <u>Age Limit:</u> 35 Years</p>
3.	<p><u>PA to Director*:</u></p> <p>A. <u>Essential Qualification and Experience:</u></p> <p>(i) Master Degree or Any Degree with at least 60 % of marks or its equivalent CGPA grade with 01- year experience after degree in reputed academic institutions / Industry.</p> <p>(ii) Excellent communication, interpersonal and managerial skills, especially spoken, written and on-line English skills.</p> <p>B. <u>Desirable:</u></p> <p>(i) Ability to provide effective and efficient administrative and secretarial support to the Director.</p> <p>(ii) Handle sensitive and complex issues in a professional and objective manner.</p> <p>(iii) IT experience, in particular use of on-line/ERP systems for office automation.</p> <p>C. <u>Age Limit:</u> 35 Years</p>



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4	<p><u>Assistant Sports Coach:</u></p> <p>A. <u>Essential Qualification and Experience:</u></p> <ul style="list-style-type: none">(i) Bachelor's Degree in Physical Education with at least 55 % of marks or its equivalent CGPA grading with 5 Years relevant coaching experience for UG and PG students in reputed academic institutions.(ii) For applicants with Master degree in Physical Education or equivalent, the normal duration of Master's program would be counted towards experience.(iii) Accustomed to working in Computer Environment with good communication skills both oral and written. <p>B. <u>Desirable:</u></p> <ul style="list-style-type: none">1. Coaching Basketball/ Badminton/ Lawn Tennis/ Cricket/ Table Tennis/ Squash/ Athletics2. Representation at State or National Level in any of the above fields. <p>C. <u>Age Limit:</u> 35 Years</p>
5.	<p><u>Head of Security:</u></p> <p>A. <u>Essential Qualification and Experience:</u></p> <ul style="list-style-type: none">(i) Graduate in any discipline with at least 55% marks from a recognized University/Institute and 05 years relevant experience in Army / Central paramilitary forces in Govt. organization / Private Organization.(ii) Preference will be given to the persons who have served in the Army / Central Paramilitary Forces or such uniformed services and possessing a valid Arms license.(iii) Training and handling emergency situation like Fire Fighting, Rescue Operations, Floods, Earthquake etc.(iv) Accustomed to working in Computer Environment with good communication skills both oral and written. <p>B. <u>Age Limit:</u> 40 Years or may be relaxed for Exceptional cases.</p>
6.	<p><u>Junior Assistant:</u></p> <p>A. <u>Essential Qualification and Experience:</u></p> <ul style="list-style-type: none">(i) Bachelor's Degree with knowledge of computer applications. With at least One Year of relevant experience in reputed academic institutions.(ii) At least one-year experience in handling Establishment matters/Academics/Stores/Accounts/Audit etc.(iii) Accustomed to working in Computer Environment with good communication skills both oral and written. <p>B. <u>Age Limit:</u> 35 Years</p>



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7	<p><u>Junior Lab Assistant(ECE/CSE/Data Science):</u></p> <p>A. <u>Essential Qualification and Experience:</u></p> <p>(i) Bachelor's Degree in Science or Engineering relevant field from a recognized University/ Institute (ii) Exceptional candidates with overall 80% in Diploma (3years) in the relevant field of Engineering with 2 years relevant field experience in reputed academic institutions (iii) Accustomed to working in Computer Environment with good communication skills both oral and written.</p> <p>B. <u>Age Limit:</u> 35 Years</p>
8	<p><u>Multi Skilled Worker:</u></p> <p>A. <u>Essential Qualification and Experience:</u></p> <p>(i) 10th standard pass or ITI Certificate. (ii) Experience of at least five years in similar positions. (iii) Valid commercial driving license of MUV at least. (iv) 02-year experience as Multi Skilled Worker in a Reputed Institutions.</p> <p>B. <u>Age Limit:</u> 40 Years</p>

B. General Instructions to the Applicants:

Eligible candidates may apply through online mode only up to 5th October 2020 by visiting the Institutes website (http://www.iiitdwd.ac.in/Careers.php).	
1	Candidates must be willing to come to Dharwad, Karnataka and be committed to working towards the growth of this Institute.
2	Without any compromise on the qualification, experience and competence, reservation as per Government of India norms is applicable.
3	Mere fulfilment of required qualifications and experience does not entitle a candidate to called for an Interview. The Institute reserves the right to consider and fill or not to fill any positions. The decision of the Institute in all matters will be final and binding.
4	The institute reserves the right not to fill up the posts, cancel the Advertisement in whole or in part without assigning any reason and its decision in this regard shall be final.



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5	The institute reserves the right to assign/transfer the selected candidates to any section/ Department within the institute and appointments will be offered accordingly.
6	The institute reserves the right to relax age, qualification and or experience in exceptional cases, or in case of persons already holding analogous positions in a Institute, University, Research Institute, Industry etc.
7	For those who are currently serving in IIIT Dharwad, age relaxation will be as per institute norms.
8	The appointment of the Selected candidates is subject to being found medically fit as per the requirement in the Institute.
9	Any interim correspondences/enquires shall not be entertained or replied to.
10	Any efforts to influence the recruitment process whatsoever will lead to disqualification of candidature.
11	In the case of any dispute/ambiguity that may be occur in the process of selection, the decision of the Institute shall be final.
12	The short-listed suitable candidates shall be informed through Email's. The candidates are advised to mention their correct Email address in the application form.
13	Applicants seeking reservation benefits available for SC, ST, OBC and EWS must be in possession of the certificates in the formats prescribed by the Government of India in support of their claim at the time of application. PWD applicants claiming age relaxation are required to attach the Disability Certificate, in the format prescribed by the Government of India.
14	In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the Institute reserve the rights to <i>modify, withdraw</i> or <i>cancel</i> any communication made to the Applicant.
15	All posts are on contract for a period of One Year, and may be continued based on performance.
16	Candidates applying for more than one position are required to use separate application form.
17	All degrees should be from a recognized University/Institute.
18	Candidates must not send any additional documents other than those mentioned in this advertisement/online application form.
19	Applications that are incomplete in any respect are liable to be rejected
20	The Institute reserves the right to set shortlisting criteria higher than the minimum advertised and restrict the number of candidates called for interview to a practical limit.



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21	In case of any legal dispute the jurisdiction will be limited to Hubli – Dharwad courts Only.
22	After joining the service of the institute, the persons will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He/She may be assigned any duty within or outside the institute depending upon the exigency of the work.
23	All communications related to this advertisement shall be only through email. Separate printed copies will not be sent. It is the responsibility of the candidate to provide a proper email address and to check it regularly during the recruitment process.
24	Interviews may be conducted online.
25	Emoluments: Consolidated emoluments per month are as follows: Designation Salary details Junior Technical Assistant (CSE / ECE) / Junior Engineer Rs. 26,000/- per month PA to Director* / Assistant Sports Coach* / Head of Security* Rs. 26,000/- per month Junior Assistant / Lab Assistant (CSE / ECE) Rs. 21,000/- per month Multi-Skilled Worker Rs. 21,000/- per month *Note: Higher salary may be considered for these posts in the case highly qualified candidates.
26	Candidates should tender application fee of Rs. 500 (Rupees Five Hundred only) payable through bank transactions. The UTR (Transaction Number) number should be provided in the online application. The Bank details of IIIT Dharwad are as below: Bank Name: State Bank of India Branch: Anjuman Complex, HDMC Circle, Dharwad-580001 IFSC Code: SBIN0040352 Account No: 37160679153 Persons with disabilities (PWD) with minimum 40% disability, as per instructions of Government of India. These candidates may write 'Exempt' in the prescribed column. Application fee is non-refundable. No other mode of payment will be accepted, and payment made in any other form stands forfeited.

Sd/-

Date: 18.09.2020

Director