



INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

Research & Development Office

SPON/62058/Advt0359

Name of PI	Prof. Pranab Mohapatra	Department	Civil Engineering
Project title	SPON/62058 C-NARMADA		
Designation	Project Associate I		
Number of positions	1		
Application Link	http://recruitment.iitgn.ac.in/projectstaff/		
Last date of application submission	7 days from the date of publication of the advertisement		
Consolidated Monthly Remuneration including HRA	₹ 45,000 - ₹ 80,000		
House Rent Allowance per month (If applicable)			
Duration of appointment	6 Months or until the duration of project, whichever is earlier		
Eligibility Norms ¹	☐ Institute norms	☐ Funding Agency norms	
Essential Qualification/Experience as per the norms ¹	B.Tech./B.E./M.Sc./M.C.A./LLM./CA/CMA/CS/MBA/Professional qualification or equivalent in an appropriate discipline.		
	<i>The percentage/grade points with respect to the academic qualification will be a minimum 60% or equivalent grade from graduation onwards and 55% or equivalent grade in class 10th and 12th.</i>		
Desirable Qualification/Experience	B.Tech./B.E./M.C.A. having experience with office administration, documentation management, record maintenance, handling recruitment activities and coordination of project meetings and other activities.		
Job Description	• Administrative assistance and support for smooth project implementation • Manage project documentation/reports • Coordinate meetings and presentations to stakeholders. • Any other activity as assigned from time to time by the competent authority		
Contact	Prof. Pranab Mohapatra (pranabm@iitgn.ac.in)		

"Merely meeting the minimum eligibility criteria will not guarantee the shortlisting and/or appointment. A higher cutoff level may be used. The Institute reserves all rights, not to call an applicant for a selection test or not to fill up a position through this round of selection process without assigning any reason."