INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
Advertisement No. Rect/Admn-I/2015/2

Online applications are invited for the following post(s).

S.No	Post details	No. of posts and category	Qualification and Experience
1 .	Job Ref. No : Job/71 Superintending Engineer at Estate Office *Pay in Pay Band Rs.37400* *Pay Band:* *37400-67000(PB-4)* *Grade Pay: ₹8700* *Total Emoluments* *(excluding HRA): ₹105009* *per month* *Appt Type: On Contract for a period of 3 years* *Age Limit: 50 yrs* Application mode: Online	1 (UR)	Essential Qualification: B.E. OR B.Tech. (Civil Engineering) Required Experience / Skills: B. Tech./ B.E. in Civil Engineering or equivalent degree with a minimum of 55% marks or equivalent grade point average with relevant experience of eleven years in a substantive post in PB-3 with GP 6600 and above or equivalent or comparable experience in other institutions. Applicants should have demonstrated ability in construction and design, planning and execution of capital works including preparation of estimates and tender documents, maintenance of township including water supply, roads, drainage systems etc. Desirable Skills: M. Tech / M.E. in Civil Engineering or equivalent degree. (For such applicants, the normal duration of Master's programme would be counted towards experience). Experience in preventive maintenance, retrofitting, rehabilitation and alteration works; Estate Management of residential township. Exposure to modern management / construction techniques will be an added advantage.
2 .	Job Ref. No : Job/79 Manager (Telecom) at Telephone Exchange *Pay in Pay Band Rs.15600* *Pay Band:* *15600-39100(PB-3)* *Grade Pay: ₹5400* *Total Emoluments* *(excluding HRA): ₹51546 per month* *Appt Type: On Contract for a period of 3 years*	1 (UR)	Essential Qualification: B.E. OR B.Tech. (Electrical / Electronics and Communication Engineering) Required Experience / Skills: B.Tech. / B.E. degree in Electrical / Electronics and Communication Engineering or equivalent degree with minimumof 55% marks or equivalent grade point average with relevant experience of six years after the qualifying degree, out of which three years should be in a supervisory post with experience in (a) operation and maintenance of telephone exchange, (b) laying and maintenance of underground cables and over-head & telephone wires and (c) repairs and maintenance of telecommnication instruments. For applicants with M.Tech. / M.E. degree, the normal duration of Master's programme would be counted towards

	Age Limit: 40 yrs Application mode: Online		experience.
3 .	Job Ref. No : Job/84 Public Relations Officer at Publications & Public Relations *Pay in Pay Band Rs. 18750* *Pay Band:* *15600-39100(PB-3)* *Grade Pay: ₹6600* *Total Emoluments* *(excluding HRA): ₹60811 per month* *Appt Type: On Contract for a period of 3 years* *Age Limit: 40 yrs* Application mode: Online	1 (UR)	Essential Qualification: Master's Degree (Mass Communication / Journalism) Required Experience / Skills: Master's degree in Mass communication / Journalism with minimum of 55% marks or equivalent grade point average with relevant experience of twelve years after the qualifying degree, out of which six years should be in a substantive post with GP of Rs. 5400 and above or equivalent, handling public relations, in-house publications and institutional functions. OR Master's degree in any discipline with a minimum of 55% marks or equivalent grade point average and diploma in Mass Communication / Journalism with relevant experience of twelve years after the diploma, out of which six years should be in a substantive post with GP of Rs. 5400 and above or equivalent, handling public relations, in-house publication and institutional functions.
4 .	Job Ref. No : Job/88 Deputy Registrar at IIT Bombay *Pay in Pay Band Rs. 21900* *Pay Band:* *15600-39100(PB-3)* *Grade Pay: ₹7600* *Total Emoluments* *(excluding HRA): ₹69651 per month* *Appt Type: Permanent* *Age Limit: 50 yrs* Application mode: Online	1 (UR)	Essential Qualification: Master's Degree with at least 55% marks or its equivalent grade. Required Experience / Skills: 1. Nine years experience as Assistant Professor in the AGP of Rs. 6000 and above with experience in educational administration. OR 2. Comparable experience in research establishment and/or other institutions of higher education OR 3. Five years of administrative experience as Assistant Registrar or in an equivalent post in grade pay of Rs.5400. Desirable Skills: Candidates should have leadership qualities and requisite experience in one or more of the following areas : Accounting, Auditing and financial procedures OR Administrative matters including legal, recruitment, establishment OR Academic matters such as conduct of examinations, maintenance of students records, award of scholarships, degree, etc. OR Material Management, procurement/distribution of materials, import procedure/stores accounting, stock verification, etc. Practical experience of using relevant software in related area is essential.

| 5 . | Job Ref. No : Job/90

Assistant Placement Officer at Placement Office

Pay in Pay Band of Rs. 18750

Pay Band:
15600-39100(PB-3)
Grade Pay: ₹*6600*
Total Emoluments
(excluding HRA): ₹*60811 per month*

Appt Type: On Contract for a period of 3 years

Age Limit: 45 yrs

Application mode: Online | 1 (UR) | Essential Qualification:
B.Tech. OR B.E. OR Master's Degree OR M.B.A or equivalent degree with a minimum of 55% marks

Required Experience / Skills:
B. Tech. / B.E. / Master's degree in any discipline / M.B.A. or equivalent degree with a minimum of 55% marks or equivalent grade point average with relevant experience of twelve years after the qualifying degree, out of which six years should be in a substantive post with GP of Rs. 5400 and above or equivalent, handling recruitment or placement. |

General Information:

1) Posts are unreserved.

2) Age is relaxable for internal candidates as per rules.

3) No interim correspondence will be entertained.

4) For Job No. 79 and 88, preference will be given to PWD candidates, if found suitable.

5) Persons employed in Government and Semi-Government organization or Educational Institution must send hard copy of their online application through proper channel. To avoid delay, an advance copy of such online application complete in all respect, may be sent super scribing on the top of the application, "ADVANCE COPY".

6) The applications received in response to advertisement will be scrutinized and short-listed candidates only will be called for interview. Merely fulfilling the requirements laid down in the advertisement will not automatically entitle any candidate to be called for interview.

7) Candidates (other than those belonging to SC/ST/PH and women candidates) must send a Demand Draft of Rs.100/- (non refundable) drawn on any nationalized bank payable at Mumbai, in favour of Registrar, IIT Bombay alongwith the application.

8) Outstation candidates called for interview will be reimbursed air fare by economy class (by Air India only) to the Institute and back by the shortest route on production of the proof of onward journey and return journey (xerox copy of the tickets/receipts and the Boarding Passes). Fare will not be paid on the spot, but will be reimbursed subsequently.

9) If no suitable candidate is found for posts at Job No. 71, 84 and 90 they will be considered for lower Pay Scale / Grade Pay.

10) Candidates appointed on contract will be regularised on satisfactory service on completion of contract period of 3 years.

11) The Institute reserves the right to fill or not to fill the post advertised.

12) Hard copy of online application received after the last date, unsigned, without enclosures or incomplete in any other respect shall not be considered.

13) The application may be sent sufficiently in advance avoiding postal delays.

14) In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.

15) Eligibility of a candidate and satisfaction of any other Shortlisting criteria shall be considered as on the closing date of online application interface.

16) No correspondence will be entertained from candidates regarding postal delays, conduct and result of test/ interview and reasons for not being called for test/ interview.

17) For Job No. 71, the appointee will be required to stay in the Campus, on payment of licence fee and other charges as per rules.

18) Candidates desirous to apply for more than one post should send separate application for each post.

- For applying, visit the website http://www.iitb.ac.in/en/careers/staff-recruitment.
- Candidates possessing the requisite qualification and experience may apply online only. *Last date of closing the online application interface is 28/09/2015* . Printout of online applications along with copies of self-attested certificates and other documents must reach the *Registrar, IIT Bombay, Powai, Mumbai - 400076* by 5:45 pm on 08/10/2015 .
- Postal delay will not be entertained.

Date: 09/09/2015   REGISTRAR