



భారతీయ సాంకేతిక విజ్ఞాన సంస్థ హైదరాబాద్
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Kandi, Sangareddy (Dist.) Telangana (State) – 502 284

IITH/88/ MS/Proj. Asst./2023
Dated 26.04.2023

ADVT. FOR THE POSITION OF PROJECT ASSISTANT ON AD HOC BASIS

Applications are invited to fill up purely temporary positions of Project Assistant at this Institute for a period of 11 months.

A candidate with the following qualifications will be considered:

1. **Name of the Position:** Project Assistant
2. **No. of Positions to be filled:** Two (02) (Tentative subject to change)
3. **Educational Qualifications & Experience:**

Essential:

- A Bachelor's degree in any discipline and experience in Word processing/computer / Excel applications.
(b) At least two years of experience in an organization of repute.

Desirable:

- Fluency in English, both speaking, and writing, and familiarity with office procedures.

4. **Consolidated Pay:** Rs.20,000 – 25,000/- per month- To be fixed on the basis of the qualification and experience of the selected candidate.
5. **Tenure:** Contract for a period of 11 months. However, the selected candidate can be re-engaged for subsequent terms based on his/her performance and the requirement of the Institute. The appointment will be on an *ad hoc* basis and can be terminated at any time during the contract period with one month's notice from either side.
6. **Mode of selection:** Written Test and/or Interview.
7. **Date of written test and/ or Interview:** On **11/05/2023**, at 10:00 AM (Candidates will not be allowed into the campus after 10:00 AM).
8. **Place of Interview:** - Academic Blocks, Kandi Campus, Indian Institute of Technology Hyderabad.

9. **Closing Date for applications:** Candidates fulfilling the above criteria may please apply in the link given below, by **08/05/2023**. The shortlisted candidates will be informed by email to appear for the written test and / or Interview on **11/05/2023**. The shortlisted candidates should appear for the same along with their Bio-data and all educational qualification certificates **(in Original)**.

<https://project2.recruitment.iith.ac.in/>

10. **AGE:** Not exceeding **40 years** as on 08/05/2023.

11. **GENERAL TERMS AND CONDITIONS** - No TA /DA is payable to candidates appearing for the interview. The Candidates will be required to produce all certificates/testimonials, in original (Degree/Diploma Certificates, Marks Sheet, Experience Certificates, proof of age for verification, and Two recent passport size colored photographs, along with one set of self-attested photocopies of all the documents for verification and records of IIT Hyderabad. This Advertisement is no commitment. Canvassing in any form will be a disqualification.

Sd/-
Registrar