



Indian Institute of Technology Hyderabad
Kandi, Sangareddy-502285, Telangana, INDIA

15 October 2026

Advertisement for the post of Office Assistant on Ad hoc Basis in the Department of Civil Engineering
(No. of Post: One)

Applications are invited from bright, young candidates with good academic background and relevant experience for the post of **Office Assistant on Ad hoc Basis** in Civil Engineering (**No. of Post: One**).

Name of the Post	Office Assistant (Civil Engineering)
Number of Posts	One
Nature of Job	Ad-hoc (Contract basis)
Period of Appointment	Initially for a period of 11 months. Based on the performance, the appointment can be extended further based on the requirements of the department.
Salary	Rs. 23,000/- per month (Consolidated)
Essential Qualifications	a) Any Degree with at least 65% marks (First class and distinction), and b) A minimum of five years of experience in office work c) Good communication and management skills
Age Limit	30 years

Note:

- Interested applicants should apply for using the below google form link
<https://forms.gle/V7LKjZNaYnscq1KC9>
- Candidates will be informed about the date of interviews after short listing.
- For any query or additional information, candidates may write to office@ce.iith.ac.in
- Mode of interview: Online.
- Last date for applying is: 20 October 2026 , 05:00 pm.
- Only online applications will be considered.