INDIAN INSTITUTE OF TECHNOLOGY, GANDHINAGAR
Gandhinagar, Palaj – 382055
Gujarat

Advertisement No.: MIS/IITGN-X/EPR/PD/2023-24/017/Advt0071

Indian Institute of Technology, Gandhinagar (IITGN) invites applications from Indian nationals for the project of e-Master's in EPR at IIT Gandhinagar.

Tenure: One Year; extendible on an annual basis subject to candidates' performance after 1 year.

SL. No.	Position	Required Qualification, Experience & Age Limit, Compensation
1	**Teaching Assistant** Post Code: **Vacancy: 2**	**Minimum Qualification:** 1. Bachelor Degree in Electrical/Computer-Engineering with more than 60% marks or CPI>6.5 and 2. Master's degree in a relevant branch of Engineering with more than 65% marks or CPI>7.0. **Job Description** 1. Assisting in the creation, and planning of initiatives for course materials. 2. Providing support to instructors in formulating, tutoring, Presentation making, and uploading the content of e-Master's on a daily basis. 3. A working knowledge of Microsoft Office and the latest office tools. 4. Maintaining databases of students with grades and scores in exams, involves some manual work of feeding data in soft format. 5. Great communication skill to easily collaborate with clients, and the team 6. Resolve queries of e-Master participants. 7. Perform invigilation during exams/quizzes. 8. Provide logistics support to the participants during their campus visit. 9. Gathering information and research as required 10. Monitoring and reporting on the development of the Course plans. 11. Demonstrable professional experience in a related position 12. Strong problem-solving skills and good attention to detail **Preferred Background/Skills:** 1. Minimum of 2 years' experience and background in technical content creation 2. Exposure to the power and energy sector **Age Limit:** 32 years as on last date of application submission **Monthly pay:** ₹ 35,000 to ₹ 45,000 pm

How to Apply:
● Interested persons are requested to apply online at the mentioned **URL (https://recruitment.iitgn.ac.in/projectstaff/)** only.
● No manual / Paper / Email application will be entertained.
● Read the instructions carefully and fill-in the online application form giving accurate information about your candidature.

Selection Process:
● Eligible candidates shortlisted based on submitted online application and will be selected based on the telephonic interview.
● IITGN reserves all the rights, not to call an applicant for interview, without assigning any reason.
● The decision of the selection committee formed by IITGN is final and binding to all. No queries related to the same shall be entertained.
● Fulfilment of "Minimum Qualifications" does not entail a call for an interview. The applications received in response to the advertisement shall be scrutinized and only candidates shortlisted from valid applicants, on the basis of better qualification and quality of relevant experience, shall be called for interview.

General Conditions and Instructions:
● Relaxation of age and/or educational qualifications will be considered in case of exceptionally meritorious candidates, with prior approval of IIT Gandhinagar.
● All qualifications should be from an Indian University / Institute recognized by AICTE /appropriate statutory authority.
● Candidature of the candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining if any information provided by the candidate is false or is not found to be in conformity with eligibility criteria mentioned in the

advertisement.

● The E-mail ID entered in the online application form must remain valid for at least next one year. No change in the E-mail ID will be allowed, once entered. All future correspondence would be sent via Email only.

● IITGN reserves the right to cancel / restrict / enlarge/ modify / alter the recruitment process, if needed, without issuing any further notice or assigning any reason whatsoever.

● IITGN reserves the right not to select any candidate for the post(s).

● Incomplete applications will be summarily rejected.

● No interim correspondence will be entertained. Canvassing in any form shall lead to automatic disqualification.

Important Dates:

Commencement of Online application through website	**27th December 2023**
Last date of submitting online application through website	**10th January 2024**

Dean R & D
IIT Gandhinagar