

INDIAN INSTITUTE OF TECHNOLOGY, ROORKEE
(Name of Dept./Centre)

Dated:

ADVERTISEMENT TO FILL UP PROJECT POSITIONS*

Applications are invited from Indian nationals only for project position(s) as per the details given below for the consultancy/research project(s) under the Principal investigator (Name: Prof. I. V. Singh, Dean, Administration), Dept./Centre **Recruitment-II**, Indian Institute of Technology, Roorkee.

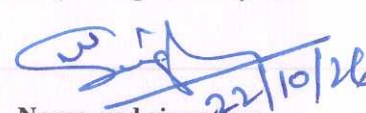
1. Title of project: **Recruitment Cell Digitalization**
2. Sponsor of the project: **Internal Resources, IIT Roorkee** (DADM-006-WH)
3. Project position(s) and number: **Project Assistant (Admin), 01 No.**
4. Qualifications: **Master's Degree with relevant office experience of 08 years or above.**
5. Emoluments: **Rs. 26000/- to Rs. 57000 + HRA (As per SRIC rules)**
6. Duration: **Initially for One year, extendable on yearly basis on the basis of performance.**
7. Job description: **Responsible for the administration and management of the Samarth Portal Recruitment Module for non-teaching positions, including publication of recruitment advertisements, monitoring and processing of online applications, updating recruitment-related information, coordinating with concerned coordinators for the resolution of portal-related issues, ensuring the accuracy and integrity of recruitment data, and maintaining recruitment records systematically.**

1. Candidates before appearing for the interview shall ensure that they are eligible for the position they intend to apply.
2. Candidates desiring to appear for the Interview should submit their applications with the following documents to the office of Principal Investigator through email, by post or produce at the time of Interview:
 - Application in a plain paper with detailed CV including chronological discipline of degree/certificates obtained.
 - Experience including research, industrial field and others.
 - Attested copies of degree/certificate and experience certificate.
3. Candidate shall bring along with them the original degree(s)/certificate(s) and experience certificate(s) at the time of interview for verification.
4. Preference will be given to SC/ST candidates on equal qualifications and experience.
5. Please note that no TA/DA is admissible for attending the interview.

The interview will be held at **Office of Dean Administration** on 06/11/2026 at 11:00 AM (to be given only for walk in interview)

Tel: 01332-286512

Fax:


Name and signature
of Principal Investigator

Email: recruitment-ii@iitr.ac.in

*To be uploaded on IIT Roorkee website and copy may be sent to appropriate addresses by PI for wider circulation.

Approved

कुलसचिव (शिक्षा कार्यालय)
Registrar (SRIC Office)
शोध एवं औद्योगिक परामर्श
Research & Ind. Consultancy
इंदुजी/IIT Roorkee-247657

Rejeu
31-10-26

Approved

Dean

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Roorkee-247657

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31-10-26