



भारतीय प्रौद्योगिकी संस्थान कानपुर
Indian Institute of Technology Kanpur
अधिष्ठाता प्रशासन कार्यालय
Office of Dean, Administration

Date - 01-09-2022

Advertisement No. REO/DOAD/2022/02

Indian Institute of Technology Kanpur an Institute of national importance, has been in the forefront of engineering & technology education and research & development. The Institute derives strength from its philosophy, vision and values that has led to achievement of academic excellence and promotion of high order technological research. The Office of Dean, Administration is looking for suitable Indian nationals including Persons of Indian Origins (PIOs) and Overseas Citizens of India (OCIs) for appointment on the following temporary positions for short-term R&D Projects on contractual basis for a period of maximum five years.

Designation	No. of Posts	Level (as per 7 th CPC)	Total Emoluments*
Senior REO	03	12	Rs. 1,43,000/- per month (approx.)
REO (Grade I)	02	11	Rs. 1,25,000/- per month (approx.)
REO (Grade II)	01	10	Rs. 1,06,000/- per month (approx.)
Total	06		
Maximum age limit	Senior REO	48 years i.e. born on or after 01.10.1974	Please see the point no. 3 of General information and conditions for age relaxations
	REO (Grade I)	45 years i.e. born on or after 01.10.1977	
	REO (Grade II)	40 years i.e. born on or after 01.10.1982	
a. The prescribed maximum age shall be determined as on 30-09-2022 which shall be the closing date of application.			
b. Closing date for online application is 30-09-2022.			
1. *Total Emoluments means approximate total emoluments on minimum of Pay Scale in Pay Level (as per 7 th CPC) including House Rent Allowance, Dearness Allowance, Transport Allowance and employer's contribution to NPS.			
2. Reservation will be applicable as per GoI norms.			
The minimum qualification, desirable qualification, experience and job specifications for the above post (s), as per Serial Number with the Post, Department, Cadre, Number of Post, Pay Scale & Level (as per 7 th CPC) are given below:			
➤ Serial Number : 01			
➤ Post : Senior Research Establishment Officer			
➤ Department : Samtel Centre for Display Technologies (SCDT) and National Centre for Flexible Electronics			
➤ Cadre : A			
➤ Number of Post : 01			
➤ Pay Scale : Rs. 78,800 - 2,09,200			
➤ Level (as per 7th CPC) : 12			

Minimum	B.Tech. or B.S. in Electronics/ Electrical/ Instrumentation Engineering plus 10 years of relevant experience OR M.Tech. or M.Sc. in Electronics/ Electrical/ Instrumentation Engineering plus 8 years of relevant experience OR Ph.D. in Electronics/ Electrical/ Instrumentation Engineering plus 5 years of relevant experience
Desirable	<ul style="list-style-type: none"> The person should have experience of at least eight years in leading an R&D team in application and prototype development of printed flexible hybrid electronic systems especially in the area of healthcare and robotics. Experience in 3D printing, screen printing and electroplating together with extensive experience in embedded system design is required. The position requires a person to have experience of full product development cycle from specifications to board level design and implementation along with knowledge of analog and digital design, C++, algorithms, communications Protocols (GSM, Bluetooth, NFC) and DSP is expected.
Job Specification	The selected person would work with a team of engineers involved in development of flexible electronics based products with the specific responsibility of developing embedded electronics. This would involve taking designs from initial negotiations through requirements capture, system design, hardware design and test to final integration. The projects would require creativity and innovation to solve real world problems for real world customers. In addition to technical skills, the selected candidate would be required to think systematically, logically, creatively and communicate effectively.
<ul style="list-style-type: none"> ➤ Serial Number : 02 ➤ Post : Senior Research Establishment Officer ➤ Department : Directorate ➤ Cadre : A ➤ Number of Post : 01 ➤ Pay Scale : Rs. 78,800 - 2,09,200 ➤ Level (as per 7th CPC) : 12 	
Minimum	B.Tech. or B.S. with 10 years of relevant experience OR M.Tech. or M.Sc. with 8 years of relevant experience OR Ph.D. with 5 years of relevant experience

Desirable	A Ph.D. in any area of science or engineering discipline, and with work experience in academic institutes on data analytics, understanding of national and international university ranking methodologies, engaging with ranking agencies, preparation of data and reports for ranking purpose, experience in professional report writing and presentations.
Job Specification	This will be a full-time administrative position and the selected REO is expected to work with a team of faculty and staff members in collating data for ranking purpose, analyzing them, coordinating with ranking agencies (national and international agencies) for data submission and follow-up, and helping the senior administration in gap analysis, and suggesting remedial measures.
<ul style="list-style-type: none"> ➤ Serial Number : 03 ➤ Post : Senior Research Establishment Officer ➤ Department : Directorate ➤ Cadre : A ➤ Number of Post : 01 ➤ Pay Scale : Rs. 78,800 – 2,09,200 ➤ Level (as per 7th CPC) : 12 	
Minimum	B.Tech. or B.S. with 10 years of relevant experience OR M.Tech. or M.Sc. with 8 years of relevant experience OR Ph.D. with 5 years of relevant experience
Desirable	A Ph.D. in any area of science or engineering discipline and with work experience in making technical and non-technical presentations, creating comprehensive as well as detailed technical research based content creation, reviewing and creating technical reports, detailed project reports of various proposals. Experience in coordinating with corporate and alumni leaders.
Job Specification	This will be a full-time administrative position and the selected REO is expected to prepare proposals from the institute to external entities for funding and outreach. Creating technical and non-technical presentations, content creation, evaluation of various technical documents Coordination of Directorate with international organizations, alumni, and corporates, and Director’s communication with external agencies Coordinating with CEOs/CTOs of industries/heads of delegation to the Institute Internal coordination of Directorate with other offices.

<ul style="list-style-type: none"> ➤ Serial Number : 04 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Directorate/ Office of Dean of Research and Development ➤ Cadre : A ➤ Number of Post : 01 ➤ Pay Scale : Rs. 67,700 - 2,08,700 ➤ Level (as per 7th CPC) : 11 	
Minimum	B.Tech. or B.S. in the relevant field with 5 years of relevant experience OR M.Tech. or M.Sc. in the relevant field with 3 years of relevant experience OR Ph.D. in the relevant field
Desirable	A Ph.D. in biomedical/ health science disciplines, and with work experience in project management (preparation of DPR, status/ progress reports, expression interest, liasoning with funding bodies etc.) in a medical school, hospital or health research institute.
Job Specification	This will be a full-time administrative position and the selected REO is expected to work with a large team of faculty and staff members in establishing a Medical School on the campus of the Institute. The candidate is expected to assist the leadership team in project management, preparing proposal for funding bodies, communication with the stakeholders, regulatory compliance, defining the goals, scheduling meeting, follow-up actions, and report writing. Experience in working with research-intensive medical schools will be preferred.
<ul style="list-style-type: none"> ➤ Serial Number : 05 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Materials Science & Engineering ➤ Cadre : A ➤ Number of Post : 01 ➤ Pay Scale : Rs. 67,700 - 2,08,700 ➤ Level (as per 7th CPC) : 11 	
Minimum	B.Tech. in Materials Science and Engineering/ Metallurgical Engineering with 5 years relevant experience OR M.Tech./ M.Sc. in Materials Science and Engineering/ Metallurgical Engineering with 3 years relevant experience OR Ph.D. in Materials Science and Engineering/ Metallurgical Engineering

Desirable	Good educational background and proven expertise in materials characterization tools and techniques. Hands on experience in the usage and maintenance of hardware/software of characterization equipment (i) TEM, STEM, HAADF, HRTEM; (ii) SEM, EDS, EBSD, EPMA, etc. Preference will be given to candidates with postgraduate degree/Ph.D. with thesis work with substantial content involving transmission electron microscopy and related techniques. Experience in instrumentation will be given preference.
Job Specification	The research officer is expected to help in maintenance and operation of electron microscopy and related sample preparation facilities. More specifically, the candidate is expected to manage characterization equipment, particularly electron microscopy facilities consisting of (i) SEMs with EDS- EBSD and other attachments; (ii) TEM/HRTEM with EDS and HAADF and (iii) complete range of electron microscopy samples preparation accessories that are housed in MSE department. The research officer is expected to train researchers and help/guide researcher in handling such instruments. S/he is expected to assist in conducting teaching laboratories involving these facilities. The officer is also expected to assist faculty in conducting short-term courses and workshops periodically arranged by the Department.
<ul style="list-style-type: none"> ➤ Serial Number : 06 ➤ Post : Research Establishment Officer (Grade II) ➤ Department : Dean, Infrastructure and Planning ➤ Cadre : A ➤ Number of Post : 01 ➤ Pay Scale : Rs. 56,100 - 1,77,500 ➤ Level (as per 7th CPC) : 10 	
Minimum	B.Tech./ B.E./ B.S. in Civil Engineering
Desirable	<p>The desired experience for the candidate includes (but is not limited to) the following areas:</p> <ol style="list-style-type: none"> a) Candidates should have Bachelor's degree in Civil Engineering (with good academic record) from reputed premier colleges such as IITs, NITs and CFTIs b) The candidate should preferably have experience in the field of civil works viz. design, construction and maintenance of roads and multi-story RCC framed buildings. c) Candidates should have experience of design, estimation & supervision of above stated civil works as per CPWD/Government specifications. d) Good communication skills in Hindi and English

Job Specification	<p>The successful candidate is expected to support the Office of Dean, Infrastructure and Planning (DOIP) for all construction and maintenance related activities. These include but not limited to:</p> <ul style="list-style-type: none"> • Design construction and supervision of structures • Preparation of estimates • Preparation of tender documents • Tender evaluations • Quality control of work executed at site
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General information and conditions:

1. Benefits, terms and conditions under DOAD service:

- a. These posts carry Dearness Allowance (DA), House Rent Allowance (HRA) and Transport Allowance (TA) as admissible to the central government employees and as made applicable to the Institute.
- b. In addition to the emoluments indicated against each category of posts, benefits such as applicability of National Pension System 2004, facility of health centre for self and dependents are available as per the Institute rules.
- c. As REOs are purely temporary & contractual positions, benefits that are applicable only to permanent employees of the Institute (e.g. LTC with leave encashment, Personal Computer Advance, Children Education Allowance, Leave Encashment, Telephone Bill Reimbursement, Reimbursement of Newspaper bill) will not be applicable to them.
- d. Each appointment will be made on contractual basis initially for a period of maximum three years, extendable up to two years on noteworthy performance.
- e. Earned leave, half pay leave and casual leave will be admissible as per rule.

2. Other conditions

- a. The applicant must be a citizen of India. Persons of Indian Origins (PIOs) and Overseas Citizens of India (OCIs) will also be considered.
- b. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as on the last date of receipt of the applications. No enquiry asking for advice as to eligibility will be entertained.
- c. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. The duly constituted Screening Committee may adopt its own criteria for shortlisting the candidates. The candidate should therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with self-certified documents. Completion of Ph.D. degree will be reckoned from the date of issue of provisional certificate/ notification.

- d. The prescribed qualifications should have been obtained through recognized Universities/ Institutions. Incomplete application/applications received or not accompanied with the required certificates/ documents/ Fees are liable to be rejected.
- e. In respect of equivalency clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of the advertisement, then the candidate is required to produce at the time interview the relevant certificate in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected.
- f. The period of experience rendered by a candidate on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.
- g. If any document/ certificate furnished are in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be submitted.
- h. The date for determining the upper age limit, qualification and/ or experience shall be the closing date prescribed for receipt of applications.
- i. The period of experience shall be counted after the date of acquiring the minimum prescribed educational qualifications.
- j. Persons with disabilities (**PWD**) fulfilling the eligibility conditions prescribed under GoI instructions are encouraged to apply.
- k. In case a candidate is staying abroad, his/ her candidature may be considered in absentia by the Selection Committee on his/ her written request.
- l. The Selection Committee may choose to place the candidate in any of the Pay Scale within the Pay Level depending upon the performance of the candidate and subject to meeting the minimum eligibility criterion specified.
- m. Only outstation candidates called and found eligible for interview will be paid to and fro single second AC rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to Kanpur on production of Rail Tickets/ Rail Ticket Numbers or any other proof of journey. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview. Such candidate will not be paid any fare.
- n. The decision of the Institute in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination/ interview will be final and binding on the candidates.
- o. The Institute reserves the right not to fill up the posts, cancel the Advertisement in whole or in part without assigning any reason and its decision in this regard shall be final.
- p. Canvassing in any form and/ or bringing any influence will be treated as a disqualification for the post.

- q. In case of Universities/ Institutes awarding CGPA/SGPA/OGPA grades, candidates are requested to convert the same into percentage based on the formula as per their Universities/ Institutes.
- r. Application with relevant document must be submitted online only. No hard copy need to be sent.
- s. **No Interim Enquiry or Correspondence will be Entertained.**

3. Relaxations:

- a. The upper age limit is relaxable upto five years for SC/ ST and three years for OBC as per rule, on production of relevant certificate in the prescribed format signed by the specified authority at the time of interview.
- b. Upper age limit is also relaxable upto five years for the regular employees working in Institute laboratories/ Institutes, Government departments, autonomous bodies and public sector undertakings.
- c. Relaxation in upper age limit for Persons with Disabilities and ex-servicemen will be as per rules.
- d. Relaxation in age, over and above the stipulated limit, educational qualification and/ or experience may be considered in case of exceptionally meritorious candidates or if sufficient number of candidates possessing the requisite qualification and/ or experience is not available to fill up the posts.
- e. Regular employees of IITs who are educationally qualified and otherwise eligible can be considered for the recruitment up to fifty years of age.
- f. Age relaxation for Project Employees working in IIT Kanpur will be as per the Office Order No. DIR/IITK/2019/OO-73 dated July 04th, 2019.

4. How to apply:

- a. Eligible candidates are required to apply only through **ONLINE portal www.iitk.ac.in/doad/reo-recruitment**.
- b. If the candidate does not have a valid email id, he/ she should create a new valid email id before applying online.
- c. Online Application will be available on our website from 01.09.2022 to 30.09.2022.
- d. Application fee of Rs. 1000/- shall be paid through online portal except for Exempted Category. The candidates belonging to SC/ST/PWD/Women/Abroad candidates category are exempted from submission of application fee.
- e. Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- f. Applications from employees of Government departments will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. Also, vigilance clearance should also be recorded. However, advance copy of the application may be submitted before the closing date. Applications routed through

proper channel should reach Institute at the earliest.

Following documents need to be uploaded/ paid while submitting online form:

- a. Online Payment of Rs. 1000/- as application fee, where applicable.
- b. Recent colored photograph and signed must be uploaded.
- c. Self-attested photocopy of Date of Birth certificate.
- d. Self-attested photocopies of educational certificates.
- e. Self-attested photocopies of experience certificates, if any.
- f. Self-attested photocopy of caste certificate, if applicable.

Important Note:

1. Any Amendment/ Corrigendum/ Submission date extension in respect of above advertisement shall be issued on our website www.iitk.ac.in/doad/reo-recruitment only and no separate notification shall be issued in the newspaper/ press. Candidates are therefore requested to regularly visit our website to keep themselves updated.
2. In case of any dispute, decision of the Director, IIT Kanpur, shall be final.

Advertisement No. REO/DOAD/2022/02

Date - 01.09.2022

Copy forwarded to:

- a) All Heads of Departments/ Sections/ IDPs/ Centres/ Units with the request to extend it wide publicity.
- b) Also to the following for information, please.
 - (i) Director's Office
 - (ii) Deputy Director's Office
 - (iii) SC/ST Cell
 - (iv) Notice Boards

Sd/-
Deputy Registrar,
Office of Dean, Administration, FB-211
Indian Institute of Technology Kanpur
Uttar Pradesh - 208016