



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

Date 28-01-2021

Advertisement No. REO/DOAD/2021/01

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*
REO (Grade I)	03	11	Rs. 1,09,554/- per month (approx.)
Total	03		
Maximum age limit	45 years i.e. born on or after 16-03-1976	Please see the point no. 3 of General information and conditions for age relaxations	
a. The prescribed maximum age shall be determined as on 15-03-2021 which shall be the closing date of application.			
b. Closing date for online application is 15-03-2021.			
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 Posts, Pay Scale & Level (as per 7 th CPC) are given below:			
➤ Serial Number : 01			
➤ Post : Research Establishment Officer (Grade I)			
➤ Department : Earth Sciences			
➤ Cadre : A			
➤ Number of Post : 01			
➤ Pay Scale : Rs. 67,700 - 2,08,700			
➤ Level (as per 7th CPC) : 11			

Minimum	B.Tech with 5 years relevant experience/ M.Tech or M.Sc. with 3 years relevant experience/ Ph.D.
Desirable	a) Degree in Electronics or Instrumentation with 2 years of relevant experience in handling analytical instruments, OR b) Degree in Earth Sciences/ Physics/ Geophysics etc. with 2 years of experience handling Earth Science related projects.
Job Specification	Responsible for handling analytical and geophysical instruments such as ICP-MS, SEM, XRD, Resistivity-Meter, Magnetometer, Gravimeter, ground Penetrating Radar (GPR), Portable Sesimograph, Optically Stimulated Luminescence (OSL) dating lab etc. and the related labs. He/ she would be responsible for day-to-day functioning of the labs and also for training the students both in the lab as well as in the field.
<ul style="list-style-type: none"> ➤ Serial Number : 02 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Earth Sciences ➤ Cadre : B ➤ Number of Post : 01 ➤ Pay Scale : Rs. 67,700 - 2,08,700 ➤ Level (as per 7th CPC) : 11 	
Minimum	M.Sc./ M.Tech + 3 years of relevant experience.
Desirable	Ph.D. in Earth Sciences/ Mechanical Engineering/ Materials Sciences with research background on the strength (experimental) of materials and microstructure. OR M.Sc. /M.Tech in Earth Sciences/ Mechanical Engineering/ Material Sciences with at least 5 years working experiences (industry/ academics) in the field of strength of materials (experimental) and microstructure.
Job Specification	<ul style="list-style-type: none"> • Maintain, troubleshoot and repair (with or without external support, as requires) the facilities of the Experimental Rock Deformation Laboratory (an Institute facility) • Run and support experiments and subsequent analysis together with the students. • Manage and assist in overall science-technology development; teaching; workshop, training program.

<ul style="list-style-type: none"> ➤ Serial Number : 03 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Dean, Infrastructure and Planning ➤ Cadre : A ➤ Number of Post : 01 ➤ Pay Scale : Rs. 67,700 - 2,08,700 ➤ Level (as per 7th CPC) : 11 	
Minimum	<ul style="list-style-type: none"> a) M.Tech or M.Sc. in Engineering/ Sciences + 3 years of relevant experience OR b) Ph.D. in Engineering/ Sciences
Desirable	<p>The desired experience for the candidate includes (but is not limited to) the following areas:</p> <ul style="list-style-type: none"> a) Experience in creation, manipulation, updation and processing of Geodatabase using data in different forms and projections, etc. b) Experience in archival and documentation of spatial and attribute data. c) Understanding of raster and vector data formats such as AutoCAD DXF, shapefiles, GeoTiff, GML, KML, etc. and their use in spatial analysis. d) Hands on experience in handling GIS software like ArcGIS, QGIS, ERDAS Imagine, etc. and in converting GPS and other types of spatial datasets into GIS format. e) Strong background in principles of cartography, map making, GIS and map projections, spatial database management systems, data structures, and web programming. f) Proficiency in working with SQL, PL/SQL, PostgreSQL, MySQL for database design, management and information retrieval from geospatial and relational databases. g) Strong programming skills in one or more of Python, Matlab/Octave, R, C/C++, Fortran. h) Understanding of database server operations and its connectivity with other programming languages. i) Good communication skills in English and Hindi.

Job Specification	<p>The successful candidate is expected to support the design of an Asset Management System (ASM), an initiative of the Dean, Infrastructure and Planning (DOIP). This involves creation of a spatial infrastructure management system, which serves as a GIS to monitor physical and digital assets, and track asset lifecycle (purchase to disposal) for better decision making. The candidate is required to implement the design and development of the AMS using collected spatial and attribute data. The implementation would involve creation and management of a geospatial infrastructure database, a query management system, geo-referenced plan or map of structures, and deployment of the complete AMS over web. The AMS should assist in handling requests related to renovation of office space/new space request/request new construction, etc. It should also be able to monitor construction activities from inception to completion, collect user feedbacks, archival and documentation, etc. The AMS should facilitate better distribution and allocation of work space among various departments based on space audits by the institute works department (IWD), compiled and analyzed at the DOIP office.</p>
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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 New Pension Scheme 2004, facility of health centre for self and dependents are available as per Institute rules.
- c. As REOs are purely temporary & contractual positions, benefits that are applicable only to permanent employees of the institute (e.g., LTC, Motor Car Advances, Personal Computer Advance and House Building Advances, Children Education Allowance, Leave Encashment, Telephone Bill Reimbursement) 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 28-01-2021 to 15-03-2021.
- 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.

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.
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|-----------------------|-------------------------------|
| (i) Director's Office | (ii) Deputy Director's Office |
| (iii) SC/ST Cell | (iv) Notice Boards |

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