



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

Date : 21-11-2023

Advertisement No. REO/DOAD/2023/02

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	UR	OBC	SC	ST	PWD	EWS	No. of Posts	Pay Level (as per 7 th CPC)	Total Emoluments*
Senior REO	4	1	2	-	1	-	08	12	Rs. 1,52,000/- per month (approx.)
REO (Grade I)	8	2	1	-	-	1	12	11	Rs. 1,32,000/- per month (approx.)
REO (Grade II)	6	2	1	-	-	1	10	10	Rs. 1,11,000/- per month (approx.)
Total							30		
Maximum age limit	Senior REO		48 years i.e. born on or after date 20.12.1975				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 date 20.12.1978						
	REO (Grade II)		40 years i.e. born on or after date 20.12.1983						
a. The prescribed maximum age shall be determined as on 20.12.2023 which shall be the closing date of application.									
b. Closing date for online application is 20.12.2023.									
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 : National Aerosol Facility									
➤ Cadre : B									
➤ Number of Post : 02 (UR-01, SC-01)									
➤ Pay Scale : Rs. 78,800 - 2,09,200									
➤ Pay Level (as per 7th CPC) : 12									

Minimum	M.Tech. or M.Sc./ M.S. in Physics/ Atmospheric Science/ Chemistry + 08 years relevant experience OR Ph.D. + 05 years experience
Desirable	Background and relevant experience in aerosol science and technology.
Job Specification	The REO will assist in the development and subsequent management of the laboratory. He/She will assist Project Investigator in running the laboratory, Instrumentations like Boiler, Compressor, PLCs, Aerosol Instrumentations like PDPA, SMPS, OPS etc, coordinating Co-PIs, PDFs, fine tuning project proposals etc. He/She will also assist students and faculty members to their research projects, related administrative works, hiring manpowers, data analysis, thesis corrections etc.
	<ul style="list-style-type: none"> ➤ Serial Number : 02 ➤ Post : Senior Research Establishment Officer ➤ Department : Imagineering Laboratory ➤ Cadre : A ➤ Number of Post : 02 (UR-01, OBC-01) ➤ Pay Scale : Rs. 78,800 - 2,09,200 ➤ Pay Level (as per 7th CPC) : 12
Minimum	B.Tech./B.S. in Management or Engineering (Mechanical/Industrial) with 10 years work experience in relevant field OR M.Tech./M.Sc. in Management or Engineering (Mechanical/Industrial) with 08 years work experience in relevant field OR Ph.D. in Management or Engineering (Mechanical/Industrial) with 05 years work experience in relevant field
Desirable	Experience in prototyping, and medical devices development. Quality Management Systems certification experience in documentation and implementation of the standards such as ISO 13485. Exposure to sponsored and consultancy project handling including preparation and compilation of technical reports, and making technical presentations. Strong communication prowess to talk and convince to national/ international clients. At least three patents and three publications in design/technology is desirable. Also, candidates having Ph.D. degree in relevant field will be preferred.
Job Specification	<ul style="list-style-type: none"> • Document and maintain the standards while developing the prototypes. • Reaching out to the clients to get the job work for the Imagineering Laboratory • Synchronization of the sections of Imagineering Laboratory • Draft and regularize the training programs for internal audits for the ISO requirements. • Run the national/ international short-term programs, hands-on courses, and workshops at the Institute. • Maintaining the websites of sections and projects relating to Imagineering Laboratory.

	<ul style="list-style-type: none"> • System automation for the job/ work reception and delivery to make the transactions transparent. • Maintain a schedule track to ensure the timely delivery of the assigned tasks/ projects taken from national/ international clients/ agencies. • Setting up of the new maker's space or design laboratories for product development in the Institute as and when asked. • Conduct and support in organizing national/ international hackathons, workshops, and conferences. • Create presentations and reports regarding various Institute matters relevant to the Imagineering Laboratory. • Realizing the purchase of the quality equipment for the department. • Maintain and document all the data/ achievements for the Institute's ranking and review operation and present as and when asked. • Any other task as assigned by the Head/ Co-ordinator of the department.
<ul style="list-style-type: none"> ➤ Serial Number ➤ Post ➤ Department ➤ Cadre ➤ Number of Post ➤ Pay Scale ➤ Pay Level (as per 7th CPC) 	<p>: 03</p> <p>: Research Establishment Officer (Grade I)</p> <p>: Sustainable Energy Engineering</p> <p>: A</p> <p>: 01 (UR-01)</p> <p>: Rs. 67,700 - 2,08,700</p> <p>: 11</p>
Minimum	<p>B.E./ B.Tech. in either of Chemical or Civil or Electrical or Energy, Mechanical or other equivalent branches with a minimum of 5 years of relevant and demonstrated experience in handling multi-stakeholder projects</p> <p>OR</p> <p>M.E./M. Tech. in either of Chemical or Civil or Electrical or Energy, Mechanical or other equivalent branches with a minimum of 3 years of relevant and demonstrated experience in handling multi-stakeholder projects</p> <p>OR</p> <p>Ph.D. in either of Chemical or Civil or Electrical or Energy, Mechanical or other equivalent branches</p>
Desirable	<p>The desired experience for the candidate includes (but is not limited to) the following areas:</p> <ul style="list-style-type: none"> • Demonstrated evidence of project management experience in engineering domains. • Proven experience of working with various stakeholders. • Demonstrated evidence of hands-on experience in managing equipment, vendor management, purchase processes, report writing and making presentations. • Good oral and written communication skills in English • Good MS Office skills

Job Specification	The successful candidate is expected to work with the team driving the ambitious carbon neutrality project of IIT Kanpur. S/he will extensively engage in project management, prepare documentation, liaise with institute's departments and bodies relevant to the project, engage with various partners and stakeholders, prepare the memorandum of understanding with various organizations and execute them, prepare roadmaps for the projects, execute them and periodically review them, work with the team members involved in the project, monitoring of the impact and take corrective actions, report writing, making presentations to stakeholders. The jobs will also involve vendor management, training of staff, and any other duty assigned by the Head.
<ul style="list-style-type: none"> ➤ Serial Number : 04 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Materials Science and Engineering ➤ Cadre : A ➤ Number of Post : 01 (UR-01) ➤ Pay Scale : Rs. 67,700 - 2,08,700 ➤ Pay Level (as per 7th CPC) : 11 	
Minimum	<p>B.Tech/ B.S. in Materials Science and Engineering/ Metallurgical Engineering/Instrumentation Engineering/Electrical Engineering with 5 years relevant experience</p> <p>OR</p> <p>M.Tech./ M.Sc. in Materials Science and Engineering/ Metallurgical Engineering/Instrumentation Engineering with 3 years relevant experience</p> <p>OR</p> <p>Ph.D. in Materials Science and Engineering/ Metallurgical Engineering</p>
Desirable	<ul style="list-style-type: none"> • Good educational background with minimum 60% marks in all degrees and preferably below 35 years of age till the last date of submitting application. • Experience in handling/repairing/management of sophisticated equipment. • Candidates with experience in electronic instrumentation/open-source electronics will be given preference. • Experience in teaching laboratory related to Materials Science and Engineering/Metallurgical Engineering
Job Specification	<ul style="list-style-type: none"> • Handling/repair/management of sophisticated equipments • Laboratory management and student training • Handling of instrumentation/ functional/ physical/ process metallurgy/ mechanical laboratory • Purchase related activities, like consumables and non-consumable • Other duties in the department as assigned from time to time

➤ Serial Number	: 05
➤ Post	: Research Establishment Officer (Grade I)
➤ Department	: Dean, Digital Infrastructure and Automation
➤ Cadre	: A
➤ Number of Post	: 02 (UR-01, EWS-01)
➤ Pay Scale	: Rs. 67,700 - 2,08,700
➤ Pay Level (as per 7th CPC)	: 11
Minimum	B.Tech. or B.S. with 5 years of relevant experience OR M.Tech. or MSc in Engineering/ Sciences+ 3 years of relevant experience OR Ph.D. in Engineering/ Sciences
Desirable	The desired experience for the candidate includes (but is not limited to) the following areas: <ul style="list-style-type: none"> • Knowledge in High Performance Computing (HPC) systems, and experience in maintenance of HPC systems • Previous experience in interacting with HPC users on day-to-day basis • Experience in assisting HPC research in an academic/research institute • Experience in the upgradation of HPC hardware and software • Good communication skills
Job Specification	The successful candidate is expected to support the Dean, Digital Infrastructure and Automation (DDIA) in maintenance and acquiring the HPC systems at IIT Kanpur. The candidate will be the single point contact for all the HPC users for any support. Researchers will be given technical support for porting their applications on the HPC system. Candidate will conduct/ coordinate training programs on HPC systems/related software for the users. The candidate will be responsibility on infrastructure upgrade and for acquiring new HPC facilities, Annual Maintenance Contract (AMC) and software.
➤ Serial Number	: 06
➤ Post	: Research Establishment Officer (Grade II)
➤ Department	: Office of Dean, Research & Development
➤ Cadre	: A
➤ Number of Post	: 02 (UR-01, SC-01)
➤ Pay Scale	: Rs. 56,100 - 1,77,500
➤ Pay Level (as per 7th CPC)	: 10
Minimum	Master of Law (L.L.M) with at least 60% marks from a University /College recognized by the Bar Council of India.
Desirable	<ul style="list-style-type: none"> • Relevant experience in business laws, including formulating agreement and negotiations. • Work experience in IPR, international laws pertaining to design and Inventions. • Master's degree with specialization in Business Law. • Work experience in R&D labs, industries and academia in the above field will be preferred.

Job Specification	The person will be responsible for the following activities: <ul style="list-style-type: none"> • Drafting/vetting of MoUs/ Agreements related to research, collaboration, nondisclosure, CSR funding and agreements for academic activities. • Technology transfer activities. • Negotiations with industries related to intellectual property related matters. • Liasoning with corporate sector for R&D activities.
➤ Serial Number	: 07
➤ Post	: Research Establishment Officer (Grade II)
➤ Department	: Biological Sciences and Bioengineering
➤ Cadre	: A
➤ Number of Post	: 03 (UR-02, EWS-01)
➤ Pay Scale	: Rs. 56,100 - 1,77,500
➤ Pay Level (as per 7th CPC)	: 10
Minimum	B.Tech. or B.S. or M.Sc.
Desirable	Ph.D. with 2 years of experience or Masters degree with 7 years of experience or B.Tech./ B.S. with 10 years of experience. The ideal candidate must have worked in experimental biology laboratories with experience in handling sophisticated analytical tools, Chromatography equipment, micro CT, electron microscope, conventional or high resolution microscope etc. Previous experience in managing any Central Facility is desirable.
Job Specification	To maintain and operate the Departmental Central Facilities.
➤ Serial Number	: 08
➤ Post	: Research Establishment Officer (Grade II)
➤ Department	: Dean, Infrastructure and Planning
➤ Cadre	: A
➤ Number of Post	: 02 (UR-01, OBC-01)
➤ Pay Scale	: Rs. 56,100 - 1,77,500
➤ Pay Level (as per 7th CPC)	: 10
Minimum	B.Tech./ B.E./ B.S. or M.Sc. in Computer Science/ IT/ Electronics/ Electrical Engineering
Desirable	B.Tech./ B.E./ M.Sc. (with First Class) in Computer Science/IT/Electronics/Electrical Engineering plus at least 3 years relevant experience in research or industry. The desired experience for the candidate includes (but is not limited to) the following areas: <ul style="list-style-type: none"> • The candidate should have good experience in the field of Electrical works viz. design, construction and maintenance of academic and residential buildings. • Candidates should have experience of design, estimation & supervision of above stated electrical works as per CPWD/Government specifications. • Good communication skills in Hindi and English
Job Specification	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:

	<ul style="list-style-type: none"> • Design and construction supervision of structures • Preparation of estimates • Preparation of tender documents • Tender evaluations • Quality control of work executed at site
<ul style="list-style-type: none"> ➤ Serial Number : 09 ➤ Post : Research Establishment Officer (Grade II) ➤ Department : Dean, Infrastructure and Planning ➤ Cadre : A ➤ Number of Post : 01 (UR-01) ➤ Pay Scale : Rs. 56,100 - 1,77,500 ➤ Pay Level (as per 7th CPC) : 10 	
Minimum	B.Tech/ B.S. or M.Sc. in Biotechnology/ Civil Engineering/ Horticulture/ Agriculture
Desirable	<p>Master's degree (with First Class) in Biotechnology/ Civil Engineering/ Horticulture/ Agriculture plus at least 3 years relevant experience in research or industry.</p> <p>The desired experience for the candidate includes (but is not limited to) the following areas:</p> <ul style="list-style-type: none"> • Knowledge and background in sustainable development and green construction • Experience in bio-composting methods, appropriate manure and soil requirement for plants, scientific horticulture techniques • Experience in tree and vegetation management in a residential university/ office campus with optimized resources • Data handling and analysis, data interpretation, basic statistical methods • Experience in creation, manipulation, updating and processing of Geodatabase • using data in different forms and projections, etc. • Experience in archival and documentation of spatial and attribute data. • Conversant with office software • 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 activities related to green sustainable development of the campus. These include but not limited to:</p> <ul style="list-style-type: none"> • Sustainable landscaping in campus development • Bio-composting techniques for re-use of organic waste • Green construction approaches • Site visits to construction sites for tree management, garden planning, green construction and related supervision • Associated engineering estimate preparation • Maintaining database • Preparation of tender documents & tender evaluations considering appropriate technologies

	<ul style="list-style-type: none"> • Related miscellaneous office work as required by the Office of Infrastructure and Planning
<ul style="list-style-type: none"> ➤ Serial Number : 10 ➤ Post : Research Establishment Officer (Grade II) ➤ Department : Directorate ➤ Cadre : A ➤ Number of Post : 02 (UR-01, OBC-01) ➤ Pay Scale : Rs. 56,100 - 1,77,500 ➤ Pay Level (as per 7th CPC) : 10 	
Minimum	Post Graduate from a recognized University
Desirable	The candidate should have good analytical, drafting, communication, legal enforcement and compliance skills. Work experience in government establishment.
Job Specification	Making technical and non-technical presentations, creating comprehensive as well as detailed technical research based content creation, reviewing and creating technical reports, etc.
<ul style="list-style-type: none"> ➤ Serial Number : 11 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : National Wind Tunnel Facility (NWTF) ➤ Cadre : A ➤ Number of Post : 02 (UR-01, OBC-01) ➤ Pay Scale : Rs. 67,700 - 2,08,700 ➤ Pay Level (as per 7th CPC) : 11 	
Minimum	<p>B. Tech. or B.S. or B.E. in Aerospace Engineering with 5 (five) years of experience in the field of wind tunnel testing</p> <p>OR</p> <p>M. Tech. or M.Sc. in Aerospace Engineering with 3 (three) years of experience in the field of wind tunnel testing</p> <p>OR</p> <p>Ph.D. in Aerospace Engineering</p>
Desirable	<p>B. Tech or B.E. in Aerospace Engineering, with 7 (Seven) years of experience in the field of wind tunnel testing</p> <p>OR</p> <p>M. Tech. or M.Sc. in Aerospace Engineering with 5 (Five) years of experience in wind tunnel testing</p> <p>OR</p> <p>Ph.D. in Aerospace Engineering with 3 (Three) years of experience in wind tunnel testing</p> <p>The candidate should have experience in the area relevant to wind tunnel testing, project planning, data acquisition and analysis, code development, and execution of projects. He/ She must have a proven record of accomplishment in leading a team in the area of wind tunnel testing, including project management. The candidate should have experience handling various aerodynamic projects such as intake studies, force and pressure measurements on different aerospace vehicles, forces on parachutes, etc., in a wind tunnel. He/ She should have hands-on experience in experimentation using techniques such as particle image velocimetry (PIV), Hot-wire anemometry, Force balance, Pressure scanner, etc. He/ She should have hands-on experience setting up/programming data acquisition systems and</p>

	flow visualization techniques. He/ She must have good knowledge and working experience in LabVIEW, MATLAB and Tec plot for data analysis, processing and interpretation of results.
Job Specification	<ul style="list-style-type: none"> • Measurement Techniques (Force Balance, Pressure System, Hotwire Anemometry) • Experimental studies on aerospace vehicles/ Fluid Mechanics • Flow visualization & measurement using PIV • Analysis of test results & report writing • Supervision of students' projects • Interaction with clients
<ul style="list-style-type: none"> ➤ Serial Number : 12 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Samtel Centre for Display Technologies (SCDT) ➤ Cadre : B ➤ Number of Post : 02 (UR-01, OBC-01) ➤ Pay Scale : Rs. 67,700 - 2,08,700 ➤ Pay Level (as per 7th CPC) : 11 	
Minimum	M. Tech. or M.Sc. or MBA with 3 years of relevant experience OR Ph.D.
Desirable	<p>Masters and Doctoral Degrees in any relevant area of science, engineering or technology. The following will be considered favorably for shortlisting and selecting the candidates:</p> <ul style="list-style-type: none"> • Two years experience in research and/or development work experience after submission of thesis, in the area of (organic photovoltaic cell/ DSSC/ Perovskite) and/or in flexible electronics, technology development and technology transfer and interaction with industry. • Experienced in leading a team. • Hands on experience in processing, fabrication and characterisation of thin films, devices and/or modules. • Experience in using glove box for device processing. • Familiarity with using of printing for fabricating solar cells or modules. • Knowledge of reliability of solar cells and modules in general and organic solar cells and modules in particular.
Job Specification	<ul style="list-style-type: none"> • Build and lead team(s) of technical experts in flexible solar cells and associated technologies. • Execution of projects related to the product deliverables and research deliverables on organic photovoltaic cell and in flexible electronics as required for SCDT and FlexE Center. • Product development and organic photovoltaic cell technology transfer to the industry • Work with other teams within NCFiexE towards achieving larger goals of the center.

<ul style="list-style-type: none"> ➤ Serial Number : 13 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Samtel Centre for Display Technologies (SCDT) ➤ Cadre : A ➤ Number of Post : 01 (UR-01) ➤ Pay Scale : Rs. 67,700 - 2,08,700 ➤ Pay Level (as per 7th CPC) : 11 	
Minimum	<p>B.Tech. or B.S. with 5 years relevant experience OR M. Tech. or M.Sc. or MBA with 3 years of relevant experience OR Ph.D.</p>
Desirable	<p>An MBA/ Masters in Management degree with at least 55% marks or a grade greater than 7.0 out of 10, and with at least 5 years of relevant experience, preferably in an academic or research setting.</p> <ul style="list-style-type: none"> • Knowledge of office procedures, rules, and secretarial practices. • Liaison with industrial collaborators and the office of the top/ middle level executives in corporate/ academic institutions • Coordination and Follow-up on MOUs and Contracts (NDA and agreement) relevant to research collaborations; Working/ experience in R&D Organizations/ MNCs, • Arrangements for Roundtable meetings with Industries, Conferences and Workshops, National level Exhibitions; • Familiarity with and knowledge of needs of research laboratories and personnel working in such an organization. Logistics and Travel arrangements for visitors, delegations and meetings. • Providing secretarial support to the Coordinator/Head of the Centre in an academic or in a scientific organization; support for purchase and import of equipment; Supply management for Research Laboratories or Centres, and sophisticated scientific facilities such as clean room. • Experience with scientific equipment inventory management and maintenance scheduling, especially for a large lab will be looked upon favourably. • Knowledge of creating and maintain web-pages will be preferable.
Job Specification	<p>Executing and help in operationalizing MOUs, and Agreements with Industrial and Academic Collaborators,</p> <ul style="list-style-type: none"> • Coordinate activities, accounts and documents for Industry sponsored projects Liaison with academic and industrial collaborators: this includes managing logistics for events such as conferences, workshops, industrial meets, short courses etc and meetings with academic and industrial partners. • Project Staff Recruitment Processes: this includes coordination of advertisement, collation of applications, contacting candidates, arranging interviews, induction of successful recruits Project Management: this includes facilitating preparation of reports, posters for external agencies, coordination of document safe

	<p>keep, gleaning out news, / newsletters of relevance to the centre and its circulation among faculty, staff and students</p> <ul style="list-style-type: none"> • Laboratory and Office Supervision: this includes managing various Office sub- processes (as instructed by the coordinator), Contingency Accounts and facilitation of processes for Laboratory Users (including automated registration and access processes) and lab equipment purchase and inventory
<ul style="list-style-type: none"> ➤ Serial Number ➤ Post ➤ Department ➤ Cadre ➤ Number of Post ➤ Pay Scale ➤ Pay Level (as per 7th CPC) 	<p>: 14</p> <p>: Research Establishment Officer (Grade I)</p> <p>: Samtel Centre for Display Technologies (SCDT)</p> <p>: A</p> <p>: 01 (UR-01)</p> <p>: Rs. 67,700 - 2,08,700</p> <p>: 11</p>
Minimum	<p>B.Tech. or B.S. with 5 years relevant experience</p> <p>OR</p> <p>M. Tech. or M.Sc. or MBA with 3 years of relevant experience</p> <p>OR</p> <p>Ph.D.</p>
Desirable	<p>B. Tech in Mechanical/ Electrical/ Electronics/ Instrumentation Engineering or equivalent subjects, with additional required experience of at least 5 years relevant to installation and maintenance of semiconductor (and related industry) equipment and equipment of facilities/ utilities</p> <p>At least 10 years of relevant experience is strongly desirable. Apart from the additional required experience mentioned above, experience in team management, vendor management, documentation and implementation of standard operating procedures and maintaining standard quality practices are desirable.</p>
Job Specification	<ul style="list-style-type: none"> • Cleanroom maintenance: Preventive maintenance, scheduled as well as breakdown maintenance • Gas supply and its maintenance • Planning for cleanroom supplies of regular consumables of cleanroom • Non clean Laboratory maintenance: Planning for new equipment and its utilities (gases, water, electrical & exhaust) • Electrical and UPS planning and maintenance coordination with the Institute • Equipment: Electrical equipment, vacuum systems & other misc. equipment • Maintenance activities planning and coordination with the users • Maintenance of the facility management and monitoring system • Maintaining the clean room parameters • Scheduled trainings for cleanroom

➤ Serial Number	: 15
➤ Post	: Senior Research Establishment Officer
➤ Department	: Samtel Centre for Display Technologies (SCDT)
➤ Cadre	: B
➤ Number of Post	: 02 (UR-01, SC-01)
➤ Pay Scale	: Rs. 78,800 - 2,09,200
➤ Pay Level (as per 7th CPC)	: 12
Minimum	M. Tech. or M. Sc. with 8 years of relevant experience OR Ph. D. with 5 years of relevant experience
Desirable	Ph.D. in Chemistry/ Physics/ Materials Science/ Electrical Engineering/ Electronics Engineering/ Instrumentation Engineering/ Material Science and Engineer/ Printing Technology or allied areas. Minimum 5-year post Ph.D. experience relevant to flexible and organic electronics. At least 5 years of work experience in the field of printable electronics with expertise on printing process such as inkjet, screen, gravure and flex printing processes for printing electronic applications. Candidates must have basic understanding of different printing processes and should have hands-on expertise in some of them. Applicant must have a proven track record of leading an R&D team and project management in the field of flexible electronics. The person should have worked in semi academic environment of large area flexible electronics, or a similar R&D group of international repute and involved in leading a group of R&D personnel. Experience in different printing process such as screen/ Inkjet/ gravure/ flexo printing is essential. Familiarity with functional links, ink-substrate interaction studies, modern sintering techniques such as flash sintering and relevant characterization techniques would be preferred.
Job Specification	The person will lead the printing team for printing and flexible electronics at the National Centre for Flexible Electronics. In addition to leading the R&D team, the person is expected to manage industrial projects in product development involving printing & flexible electronics.
➤ Serial Number	: 16
➤ Post	: Senior Research Establishment Officer
➤ Department	: Directorate and DORD
➤ Cadre	: B
➤ Number of Post	: 02 (UR-01, PWD-01)
➤ Pay Scale	: Rs. 78,800 - 2,09,200
➤ Pay Level (as per 7th CPC)	: 12
Minimum	Master's degree (M. Sc. or M. Tech.) in information technology, computer science or allied field with minimum 8 years of relevant work experience in reputed academic institute(s)/ organizations.
Desirable	Experience in handling online courses, updating and maintaining e-learning web-portal, liaising between instructors, students, and other institutes on technical aspects of course operations; coding and creation/ maintenance of large databases; coordinating video

	recordings and live sessions, bulk uploading, and archiving; project management, including the experience of leading a large team, maintenance of facilities and handling of assignments requiring computational assistance.
Job Specification	Overall management of the team working on the web portal for online learning, liaison with subject matter experts and technical staff for content creation, evaluation, and troubleshooting; coordination of the recording, uploading, and archiving of video lectures, and planning and coordination for meeting the project's objectives and targets.
➤ Serial Number	: 17
➤ Post	: Research Establishment Officer (Grade I)
➤ Department	: Directorate/ DORD
➤ Cadre	: B
➤ Number of Post	: 02 (UR-01, SC-01)
➤ Pay Scale	: Rs. 67,700 - 2,08,700
➤ Pay Level (as per 7th CPC)	: 11
Minimum	Master's degree (M. Sc. or M. Tech.) in information technology, computer science and engineering, electronics and communication engineering or allied field with minimum 5 years of relevant work experience in reputed academic institute(s)/ organizations.
Desirable	Experience in backend operations of online courses and teaching materials; liaising with instructors, students, and institutions; operations and maintenance of computer labs and facilities; conducting workshops and roadshows in schools for web-based courses; demo videos and coordinating training programs in STEM disciplines; projects management.
Job Specification	Managing web portal, content creation for online courses; managing computing facilities; liaison with subject experts, students, and institutions; preparing demonstration-based experiments and video recordings; organizing onsite demonstrations and outreach programs; project management

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 **10:00 AM of 21.11.2023 to 05:30 PM of 20.12.2023**.
- 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/2023/02

Date -

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
- (iii) SC/ST Cell
- (v) Webmaster

- (ii) Deputy Director's Office
- (iv) Notice Boards

Sd/-
Dean of Administration
IIT Kanpur