



INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

Palaj Campus, Gandhinagar,
Gujarat – 382055

18th January, 2024

Advertisement

Applications are invited for **Two (2)** temporary positions of “Program Manager- II”, at Research & Development Office, IIT Gandhinagar.

Positions	Program Manager-II (02)
Consolidated Monthly Pay	₹ 50,000/- to ₹ 70,000/- (Based on the experience and credentials of the candidate)
Tenure	One Year, extendable on an annual basis subject to candidates' yearly performance.
Minimum Qualification	First class MBA degree course or equivalent professional degree course (eg. CA, CMA, ICWA etc.)
Experience	Minimum 3 years of post-qualification experience in Planning and Development (P&D)/ Finance/ Administration at the Managerial/ Officer level.
Essential Skills	<ul style="list-style-type: none">• Working knowledge of computer, communication and writing skills is essential.• The candidate must be a pro-active, self-motivated, passionate, and self-driven person with strong project management skills.
Job Description	<ul style="list-style-type: none">• The Program Manager-II, will work closely and collaboratively with IITGN faculty and other stakeholders, staff, and students to organize and coordinate the R&D Projects.• Coordinate communication with the partner project Institutes, Coordination of various budgeting/financial UCs, data, Websites, programmes, etc. with the R&D project team and oversee the growth of the program.• Engaging with companies, industries, and philanthropic organizations to identify potential collaborations with academia.• Conduct research on like-minded organizations, research institutions, and tech-driven enterprises to explore partnerships and collaborations.
Age Limit	Maximum 32 years as on the last date of submitting application.
Desirable	Working experience in any of the IITs/NITs or any premier Institute (Institute of National Importance) will be an added advantage.

P.T.O.

How to Apply:

- Interested persons are requested to apply online at the mentioned **URL** (<http://recruitment.iitgn.ac.in/projectstaff/>) only.
- For identification purposes, each candidate should keep his PAN Card (only) for verification. The PAN Card number needs to be entered in the application form at the appropriate place.
- 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.
- Last date for submitting the online application will be 31st January, 2024.

General Conditions and Instructions:

- Fulfillment of “Minimum Qualifications” and “Eligibility” 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 written test and/or interview.
- Eligible candidates shortlisted based on submitted online application may have to appear for the selection process conducted at IITGN premises.
- The selection process may comprise a written test followed by a personal interview. IITGN reserves all the rights, not to call an applicant for interview, without assigning any reason.
- Only Indian Nationals are eligible to apply.
- 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 applicant 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.
- Shortlisted candidates must bring their original and photocopies of PAN card, mark sheets, certificates and testimonials of work experience at the time of written test and/or interview.
- 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.

Prof. Amit Prashant
Dean, Research & Development
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