



Indian Institute of Technology Guwahati Guwahati-781039, Assam

Applications are invited for a walk-in-interview for the posts of **Superintendent (1 post)** and **Office Attendant (1 post)** for the **Research Park** of IIT Guwahati. The details are given below:

Post 1: Superintendent

No. of post: 1 (one).

Qualification and Experience: Master's degree in commerce with experience of working for more than 3 years in a similar R&D setup.

Pay: Rs. 25,000/- + 20% HRA + Medical Facility.

Period of appointment: Initially for 11 months which will be extended on the basis of performance.

Post 2: Office Attendant

No. of post: 1 (one).

Qualification and Experience: HSLC passed with experience of working for more than 3 years in a similar R&D setup.

Pay: Rs. 8,000/- + 20% HRA + Medical Facility.

Period of appointment: Initially for 11 months which will be extended on the basis of performance.

Reporting date and time for both the posts: 15.02.2018 (Thursday) at 10 am.

List of eligible candidates will be displayed: 15.02.2018 (Thursday) at 1 pm.

Interview date and time for Superintendent post: 16.02.2018 (Friday) at 10:30 am.

Interview date and time for Office Attendant post: 16.02.2018 (Friday) at 3:00 pm.

Interested candidates may report at **10 am** on **15th February, 2018** with their CV including educational qualification, experience, contact address, phone no., e-mail etc. in the prescribed format attached herewith along with copies of relevant documents at the Conference Room, R&D section, IIT Guwahati, Guwahati –781039.

No TA/DA will be paid to candidates for appearing the interview.

Dy. Registrar (R&D)

FORM OF APPLICATION FOR THE POST OF _____

To be returned: To (The PI)

Photograph

1.	Name in full (in capital letters) (Underline Surname)			
2.	Father's / Husband's Name			
3.	a. Marital Status		b. Male / Female:	
4.	a. Permanent address	* b. Address for correspondence		
5.	Phone No. (Including STD code)		E-mail ID	
6.	Date of birth (please attach true copy of certificate)			
7.	Are you a citizen of India by birth or by domicile?			

* Any change in address should at once be communicated to the Asst. Registrar (R&D.), IIT Guwahati, Guwahati - 781 039, Assam.

8. Details of educational qualifications: Please give particulars of all examinations passed and degrees obtained commencing with the High School Leaving (10th standard / Matriculation) Examination.

Sl. No.	School / College / Institute	Date of entry	Date of leaving	Name of the Board / University / Institution	Examination / Degree / Diploma passed	Distinction / Class / Division	Subjects (Please mention field of specialization, honours, etc, where applicable)	Percentage of marks or C.P.I.	Date of passing
01									
02									
03									
04									

9. Details of employments: Please give particulars of your present and past employments in chronological order, starting with the present one :

Sl. No.	Organisation / Institute	Position held	Nature of duties / work	Date of joining	Date of leaving	Last Pay & Scale of pay	Additional remarks about experience, if any.*

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all the entries in this form are true to the best of my knowledge and belief.

Place:.....
Date:

Signature of the Candidate