



Indian Institute of Technology Guwahati

Research and Development Section

Guwahati-781039, Assam

Applications are invited for an **Online interview** for the following post(s) in the project entitled, "**AI-based Procurement RFx Automation for NRL Refinery – Phase 2**" at the Department of Chemical Engineering, IIT Guwahati.

Role 1: Data Annotator

Heading	Details
Designation	SLM training Data Annotator
Number of Vacancies	05
Pay Recommended (Rs.)	55,600
HRA (Rs.)	20% of pay recommended
Medical (Rs.)	As per the institute norms
Duration of Appointment	11 months (extendable till 18 months or project end date)
Qualifications and Experience	Essential Qualifications: - Bachelor's degree in Computer Science, Information Technology, Data Science, Artificial Intelligence, Electronics, Electrical Engineering, Mechanical Engineering, Chemical Engineering, Mathematics, Statistics, Commerce, Business Analytics, or a related discipline from a recognized university or institution. - Minimum 60% marks or equivalent CGPA in the qualifying degree. - Basic understanding of data handling, spreadsheets, data cleaning, and structured documentation. - Working knowledge of MS Excel or Google Sheets. - Basic awareness of Artificial Intelligence, Machine Learning, or data-annotation concepts. Preferred Qualifications: - Prior experience in data annotation, data labelling, data validation, data-entry quality control, or dataset preparation. - Certification or training in AI/ML, Data Analytics, Data Science, Python basics, or annotation tools. - Experience with annotation platforms for text, image, audio, video, or document datasets. - Strong academic record and demonstrated ability to work accurately, consistently, and within deadlines. Screening Note: Only candidates meeting the essential qualification criteria should apply. Applications that do not match the prescribed qualifications and skill requirements may not be considered.

Role 2: Domain Expert - Procurement

Heading	Details
Designation	Domain Expert - Procurement
Number of Vacancies	02
Pay Recommended (Rs.)	61,000
HRA (Rs.)	20% of pay recommended
Medical (Rs.)	As per the institute norms
Duration of Appointment	11 months (extendable till 18 months or project end date)
Qualifications and Experience	Essential Qualifications: • Bachelor's degree in Commerce, Business Administration, Engineering, Law, Finance, Economics, Public Administration, Supply Chain Management, or a related discipline from a recognized university or institution. • Minimum 60% marks or equivalent CGPA in the qualifying degree. • Minimum three years of hands-on experience in procurement, tendering, contract management, or public procurement processes. • Working knowledge of GeM, CPP Portal, NIC e-Procurement platforms, and offline procurement procedures. • Demonstrated understanding of General Financial Rules (GFR), Procurement Manuals for Goods, Works and Services, MSME guidelines, Make in India provisions, and other applicable government procurement frameworks. • Experience in at least two of the following: tender preparation and RFx documentation; bid evaluation and comparative statement preparation; purchase order or work order processing; contract award and procurement compliance; procurement workflow documentation or process mapping. Preferred Qualifications: • Postgraduate degree or diploma in Management, Finance, Supply Chain Management, Public Policy, Law, or Procurement Management. • Experience in government, PSUs, autonomous institutions, academic institutions, publicly funded projects, or large institutional procurement systems. • Certification or training in public procurement, GeM, e-procurement, contract management, supply chain management, or procurement compliance. • Experience in translating procurement processes into digital workflows, ERP systems, procurement-automation tools, or AI-enabled procurement solutions. • Strong documentation experience in preparing NIT, SCC, BoQ, PQC, bid-evaluation sheets, comparative statements, approval notes, and procurement-compliance records. Screening Note: Candidates must have at least three years of hands-on procurement or tendering experience, working knowledge of GeM/CPP/e-procurement platforms, and demonstrable familiarity with public procurement rules.

Role 3: Consultant - AI/ML

Heading	Details
Designation	Consultant - AI/ML
Number of Vacancies	01
Pay Recommended (Rs.)	1,00,000 (consolidated)
Duration of Appointment	11 months (extendable till 18 months or project end date)
Qualifications and Experience	Essential Qualifications: • Bachelor's degree in Computer Science, Information Technology, Artificial Intelligence, Data Science, Machine Learning, Electronics and Communication Engineering, Electrical Engineering, Mathematics, Statistics, or a related engineering/science discipline from a recognized university or institution. • Minimum 60% marks or equivalent CGPA in the qualifying degree. • Minimum five years of professional experience in AI/ML, NLP, LLMs, SLMs, or enterprise AI-system development. • Hands-on experience in at least three of the following: SLM/LLM training and fine-tuning; NLP model development; Retrieval-Augmented Generation (RAG); prompt engineering and optimization; model evaluation, benchmarking, and validation; domain adaptation; deployment of AI/ML models in enterprise or domain-specific applications. • Working knowledge of Python and AI/ML frameworks such as PyTorch, TensorFlow, Hugging Face, LangChain, LlamaIndex, or equivalent. • Ability to guide technical teams on model architecture, training pipelines, fine-tuning strategy, evaluation protocols, and performance improvement. Preferred Qualifications: • Master's degree or Ph.D. in Artificial Intelligence, Machine Learning, Data Science, Computer Science, NLP, Computational Linguistics, or a related discipline. • Consulting, advisory, or technical-leadership experience in AI/ML product development. • Experience in procurement, compliance, legal, finance, or government-process automation systems. • Experience with document intelligence, procurement-document processing, tender automation, compliance checking, or workflow automation. • Familiarity with GFR, procurement manuals, GeM/CPP/NIC tendering systems, MSME, Make in India, or PSU procurement workflows. • Publications, patents, deployed AI products, open-source contributions, or a demonstrable project portfolio in LLMs, SLMs, NLP, or RAG-based systems. Screening Note: Candidates must have at least five years of hands-on AI/ML experience and direct exposure to SLM/LLM, NLP, RAG, model fine-tuning, and model evaluation. General software-development or basic IT-support experience alone will not be considered sufficient.

Role 4: Project Manager

Heading	Details
Designation	Project Manager
Number of Vacancies	01
Pay Recommended (Rs.)	1,98,959
HRA (Rs.)	20% of pay recommended
Medical (Rs.)	As per the institute norms
Duration of Appointment	11 months (extendable till 18 months or project end date)
Qualifications and Experience	Essential Qualifications: • Bachelor's degree in Engineering, Computer Science, Information Technology, Artificial Intelligence, Data Science, Electronics and Communication Engineering, Electrical Engineering, Business Administration, Project Management, or a related discipline from a recognized university or institution. • Minimum 60% marks or equivalent CGPA in the qualifying degree. • Minimum ten years of professional experience in managing software, AI/ML, digital transformation, IT product development, or enterprise technology projects. • Proven experience in handling at least two end-to-end technology projects, covering requirement gathering, planning, execution, monitoring, delivery, and closure. • Experience in managing cross-functional teams, including product, engineering, AI/ML, QA, business, and client-side stakeholders. • Working knowledge of Agile, Scrum, Waterfall, and hybrid project-management methodologies. • Experience with Jira, MS Project, Trello, Asana, ClickUp, Azure DevOps, or equivalent tools. • Ability to prepare and manage project plans, timelines, risk registers, status reports, resource plans, stakeholder communications, and governance-review documents. Preferred Qualifications: • Master's degree or postgraduate qualification in Management, Technology Management, Computer Science, Data Science, Artificial Intelligence, Business Analytics, or Project Management. • PMP, PRINCE2, Scrum Master, Agile Project Management, SAFe, or equivalent certification. • Experience in AI/ML, NLP, LLM/SLM, procurement automation, enterprise SaaS, ERP, government digital platforms, or public-sector technology projects. • Experience coordinating with government agencies, PSUs, academic institutions, technology vendors, or multi-institution project teams. • Experience managing high-value projects involving budget tracking, milestone-based delivery, compliance reporting, and stakeholder reviews.

- Experience preparing minutes of meetings, project-governance reports, technical-progress reports, risk-mitigation plans, and client-facing dashboards.
- Screening Note:** Candidates must have at least ten years of relevant technology-project-management experience. General administration, office management, sales coordination, or non-technology project experience alone will not be considered sufficient.

Role 5: QA/Test Engineer

Heading	Details
Designation	QA/Test Engineer
Number of Vacancies	02
Pay Recommended (Rs.)	55,500
HRA (Rs.)	20% of pay recommended
Medical (Rs.)	As per the institute norms
Duration of Appointment	11 months (extendable till 18 months or project end date)
Qualifications and Experience	Essential Qualifications: • Bachelor's degree in Computer Science, Information Technology, Software Engineering, Artificial Intelligence, Data Science, Electronics and Communication Engineering, Electrical Engineering, Computer Applications, or a related engineering/technology discipline from a recognized university or institution. • Minimum 60% marks or equivalent CGPA in the qualifying degree. • Minimum two years of hands-on experience in software testing, QA automation, web-application testing, or API testing. • Practical experience with Playwright, Selenium, Cypress, or an equivalent automation-testing framework. • Working knowledge of Python, JavaScript, TypeScript, or an equivalent programming/scripting language. • Experience in writing and executing test cases, test scripts, test plans, regression-test suites, and defect reports. • Experience in testing web and REST API-based applications using Postman, REST clients, PyTest, Playwright API testing, or equivalent frameworks. • Working knowledge of Jira, Bugzilla, TestRail, Zephyr, Azure DevOps, or equivalent defect-tracking/test-management tools. • Basic understanding of Agile/Scrum, the software-development lifecycle, CI/CD pipelines, and release-validation processes. Preferred Qualifications: • Certification or training in software testing, QA automation, Selenium, Playwright, API testing, Agile testing, or ISTQB. • Experience testing AI/ML applications, data-driven applications, procurement platforms, enterprise SaaS products, or workflow-automation systems.

	• Experience with GitHub Actions, Jenkins, GitLab CI, Azure DevOps, or equivalent CI/CD tools. • Exposure to JMeter, k6, Locust, or equivalent performance-testing tools. • Exposure to Docker, Kubernetes, cloud platforms, security testing, or accessibility testing. • Experience preparing test-strategy documents, execution reports, defect logs, automation-coverage reports, and release-readiness reports. Screening Note: Candidates must have at least two years of hands-on software-testing experience and direct exposure to automation-testing tools such as Playwright, Selenium, or Cypress.
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Role 6: UI/UX Designer

Heading	Details
Designation	UI/UX Designer
Number of Vacancies	02
Pay Recommended (Rs.)	61,000
HRA (Rs.)	20% of pay recommended
Medical (Rs.)	As per the institute norms
Duration of Appointment	11 months (extendable till 18 months or project end date)
Qualifications and Experience	Essential Qualifications: • Bachelor's degree in Design, UI/UX Design, Interaction Design, Visual Communication, Computer Science, Information Technology, Computer Applications, Engineering, Multimedia Design, Human-Computer Interaction, or a related discipline from a recognized university or institution. • Minimum 60% marks or equivalent CGPA in the qualifying degree. • Minimum one year of hands-on experience in UI/UX design, product design, interaction design, or digital-product interface design. • Strong working knowledge of Figma, Adobe XD, Sketch, or an equivalent UI/UX design tool. • Experience designing web applications, mobile applications, dashboards, user workflows, wireframes, prototypes, and design systems. • A mandatory portfolio showing real-world UI/UX or product-design case studies; web or mobile interfaces; wireframes, prototypes, user flows, or design systems; and explanations of design decisions based on user needs, usability, or business requirements. • Basic understanding of user-centred design, usability testing, accessibility, responsive design, and interaction design. • Ability to translate business requirements into clear, intuitive, and scalable digital user experiences. Preferred Qualifications: • Master's degree, postgraduate diploma, or professional certification in UI/UX Design, Product Design, Interaction Design, Visual Communication, HCI, Multimedia Design, or a related field.

- Experience designing AI-based platforms, enterprise SaaS products, procurement platforms, workflow-automation systems, dashboards, or data-driven applications.
- Working knowledge of HTML, CSS, JavaScript, React, or equivalent front-end technologies.
- Experience creating and maintaining design systems, component libraries, UI guidelines, and reusable design assets.
- Experience in user research, usability testing, heuristic evaluation, accessibility review, and user-journey mapping.
- Exposure to motion design, product walkthroughs, explainer videos, onboarding animations, or micro-interactions.
- Experience in startup, product-development, or fast-paced technology environments.

Screening Note: Candidates must have at least one year of hands-on UI/UX or product-design experience and submit a relevant design portfolio. Applications without a portfolio may not be considered.

Location of appointment

The selected candidates may initially be posted at IIT Guwahati or at any other project location, including the NRL Refinery at Numaligarh, the NRL office in Guwahati, C-DAC Bangalore, or Manthan Software Solutions, Jaipur. The posting location will be determined based on the project's requirements and progress.

Candidates must therefore be willing to relocate and work from any of the above locations, as assigned throughout the project. The decision regarding the place of posting shall rest with the project management and may be revised as needed.

Application process

Interested and eligible candidates are required to submit their applications online through the Recruitment Portal of the Research and Development Section, IIT Guwahati:

<https://iitg.ac.in/rndproj/recruitment/>

Applicants should carefully follow the instructions provided on the portal and locate the relevant advertisement by searching for the project title mentioned above.

Applications will be screened based on the prescribed qualifications, experience, and other eligibility requirements. **Only shortlisted candidates will be informed by email and invited to attend the online interview. No separate call letter will be issued.**

Online Interview**Date:** 4 August 2025**Time:** 10:00 AM**Mode:** Online through Google Meet**Meeting link:** The Google Meet link will be shared only with the shortlisted candidates.

Selection will be based on the candidate's qualifications, relevant experience, and performance in the online interview. Candidates recommended by the Selection Committee will be issued an offer letter in accordance with the applicable rules and approval procedures of IIT Guwahati.

Where considered necessary, shortlisted or provisionally selected candidates may be requested to visit IIT Guwahati once for an in-person interaction, document verification, technical assessment, or completion of joining formalities.

Contact for Clarification**Prof. Neeraj Kumar Sharma**

Principal Investigator

Mehta Family School of Data Science and Artificial Intelligence

Indian Institute of Technology Guwahati

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For any technical assistance related to the online application process, candidates may email to ernd@iitg.ac.in.