

INDIAN INSTITUTE OF TECHNOLOGY BOMBAY

Advertisement No. Rect/Admn-II/2018/4

Indian Institute of Technology Bombay, an Institute of national importance, invites online application for the following temporary position(s). The requisite qualification & experience etc. are given below:

Sr. No	Post details	No. of posts and category	Qualification and Experience
1.	<p>Sr. Language Instructor (Job no. 290)</p> <p>Consolidated Pay Range : O2 (50000-70000)</p> <p><i>In addition out of campus allowance of Rs. 6000/- and reimbursement of health allowance on the yearly insurance premium upto Rs. 10,000/- for a family of upto four (self, spouse and two children)</i></p> <p>Appt Type: On Contract for a period of 1 year</p> <p>Age Limit: 45 yrs</p>	1 (UR)	<p>Essential Qualifications: <i>M.A. in English / Linguistics / English Language Teaching or allied disciplines with eight years of relevant experience in Language Teaching. For applicants with M.Phil in relevant discipline, the M.Phil programme duration up to 2 years may be considered towards experience. For applicants with Ph.D in relevant discipline, the Ph.D programme duration up to 3 years may be considered towards experience.</i></p> <p>Required Experience / Skills: Preference will be given to candidates with any / several of the following i) Experience with curriculum development for English language ii) International English language teaching certification such as CELTA, TEFL, TESOL certification etc. iii) Work experience in Institutes of higher learning iv) Writing / editorial experience</p> <p>Job Profile and responsibility: The Language Resources and Writing Cell (LRWC) provides in-house learning services for the improvement of English language skills with monitoring and feedback, as well as diagnostic services (self or other) for assessment of language levels. The LRWC also creates learning resources, organises workshops or short courses, and trains Teaching Assistants for</p>

			<p>language related services. Activities seeking to improve English Language skills at all levels will be co-ordinated and conducted through the LRWC and the Instructors are responsible for the day-to-day running of the Cell including course selection and organisation, maintenance of the facilities including a web portal and student-related services.</p> <p>Note: Candidates retired from academic positions and with age not exceeding 62 years may also be considered.</p>
2.	<p>Language Instructor (Job no. 291)</p> <p>Consolidated Pay Range : O3 (40000-56000)</p> <p><i>In addition out of campus allowance of Rs. 5000/- and reimbursement of health allowance on the yearly insurance premium upto Rs. 10,000/- for a family of upto four (self, spouse and two children)</i></p> <p>Appt Type: On Contract for a period of 1 year</p> <p>Age Limit: 36 yrs</p>	1 (UR)	<p>Essential Qualifications: <i>M.A. in English / Linguistics / English Language Teaching or allied disciplines with three years of relevant experience in Language Teaching.</i></p> <p>Required Experience / Skills: Preference will be given to candidates with any / several of the following</p> <ul style="list-style-type: none"> i) Experience with curriculum development for English language ii) International English language teaching certification such as CELTA, TEFL certification iii) Work experience in Institutes of higher learning iv) Writing / editorial experience <p>Job Profile and responsibility :</p> <p>The Language Resources and Writing Cell (LRWC) provides in-house learning services for the improvement of English language skills with monitoring and feedback, as well as diagnostic services (self or other) for assessment of language levels. The LRWC also creates learning resources, organises workshops or short courses, and trains Teaching Assistants for language related services. Activities seeking to improve English Language skills at all levels will be co-ordinated and conducted through the LRWC and the Instructors are responsible for the day-to-day running of the Cell including course selection and organisation, maintenance of the</p>

			<p>facilities including a web portal and student-related services.</p> <p>Note: Candidates retired from academic positions and with age not exceeding 62 years may also be considered.</p>
3.	<p>Project Engineer (Job no. 272)</p> <p>Consolidated Pay Range : L1 (30000-42000)</p> <p><i>Annual Increment: ₹ 3000</i></p> <p><i>In addition out of campus allowance of Rs.4000/- and reimbursement of health allowance on the yearly insurance premium upto Rs.10,000/- for a family of upto four (self, spouse and two children)</i></p> <p>Appt Type: Temporary for a period of 3 years</p> <p>Age Limit: 32 yrs</p>	1 (UR)	<p><u>Essential Qualifications:</u> <i>B.E. or B.Tech. or equivalent Bachelor degree in Electrical / Power Electronics/ Electrical & Electronics Engineering.</i></p> <p><u>Desirable Experience :</u> <i>Preferably with 2 years' experience in electrical and mechanical maintenance along with a knowledge of industry automation and computer applications.</i></p> <p><u>Desirable Skills:</u> Operating PLC/SCADA based equipments, electrical and mechanical maintenance of Power and Control systems, SCADA automation, Programmable logic Controller system and DC drive control. Should be conversant with computers and familiar with instrumentation using transducers/ strain gauging.</p>

General Information:

1. All posts are temporary, renewable for further period subject to satisfactory performance.
2. An incumbent, shall not have claim on any regular position and shall not bestow any of the privileges (housing and other benefits) available to regular employees of IIT Bombay.
3. Candidates are advised to satisfy themselves before applying that they possess the minimum essential qualifications and experience (if any) laid down in the advertisement. Qualification obtained has to be from recognized University / Institute.
4. Incomplete application shall be summarily rejected.
5. All the details furnished in the online application will be treated as final and no changes shall be entertained.
6. Eligibility of a candidate for the post shall be considered as on date of closing online application interface.

7. The Institute reserves the right to: (a) not to fill any of the advertised positions (b) fill consequential vacancies arising at the time of selection and make a panel from available candidates for near future vacancies. **The number of positions is thus open to change.**
8. The age limit criterion will be relaxed for persons working in any department / section / unit / project of IIT Bombay for at least three years (220 days or more per year) and who have crossed the age limit criterion during the above period, provided that they have acquired the requisite qualification before reaching the prescribed age limit for the post.
9. Age relaxation would be as per Institute norms.
10. **Candidates desirous to apply for more than one post should apply on-line for each post separately.**
11. The appointment of the selected candidates is subject to being found medically fit as per the requirements of the Institute.
12. Candidates should upload copies of certificates in support of their qualification (matriculation onwards), experience, Date of Birth, Caste certificate etc. Original certificates should be produced at the time of Selection Process as well as while joining.
13. Applicant is required to upload certificate/s in support of minimum required experience in proper format i.e. it should be on the organizations letter head, bearing the date of issue, specific period of work, designation, pay drawn for each position, duly certified by the concerned issuing authority.
14. The applications received in response to advertisement will be scrutinized and only short-listed candidates will be called for selection process. Merely fulfilling the requirements laid down in the advertisement will not automatically entitle any candidate to be called for further selection process.
15. Age relaxation for SC/ST/OBC (NCL) candidates are applicable only if the post is reserved for particular category as per rules. Age relaxation to PwD candidates & Ex-servicemen are as per rules.
16. Only such person who suffer from not less than 40% of relevant disability, would be eligible for reservation. Candidate has to submit relevant disability certificate as prescribed under the Rights of Persons with Disabilities Act.
17. Decision of the Institute in all matters relating to the eligibility of the candidate, screening/skill/written test and selection would be final and binding on all the candidates. No correspondence or personal inquiries shall be entertained.
18. Screening test / Trade test / Physical test and Computer proficiency test may be conducted for shortlisting criteria as per the nature of the post. Final selection will be done on the basis of written test. A candidate is required to obtain 60% & more marks (55% & more marks for post reserved for SC/ST category) in the written test to be eligible for recruitment.
19. No correspondence will be entertained from candidates regarding conduct and result of Written test/ Skill test and reasons for not being called.
20. Candidates serving in Central/State/Semi Government organizations, Autonomous Body, Public Sector Units etc. must apply through proper channel and such candidates will be required to produce relieving letter at the time of joining, if selected, failing which they will not be permitted to join the post.
21. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.

22. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
23. The Institute shall verify the antecedents or documents submitted by a candidate at any time at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, then his/her services shall be terminated and legal action may be initiated against such candidates/employees.
24. Canvassing in any form will be a disqualification.
25. No interim correspondence will be entertained.
26. For a query related to submission of online application you may send email on id: aradmin2@iitb.ac.in. However, enquiry/ queries related to eligibility for the post / interpretation of rules will not be entertained.
27. **Candidates are advised to mention their correct and active email address in the application, as all the correspondence like issuance of call letter or any other information will be communicated through email only.**
28. Addendum / corrigendum if any, in respect of this advertisement shall be published only on <http://www.iitb.ac.in/en/careers/staff-recruitment>
29. Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai only.

Candidates possessing the requisite qualification and experience may apply on-line at <http://www.iitb.ac.in/en/careers/staff-recruitment> only.

Soft copy of application sent to any email will not be considered for selection process. Hard copy of the on-line application is not required to be sent by post. No any correspondence will be entertained in this regards.

The date of closing the on-line application interface is 12.7.2018.

Date: 18.6.2018

REGISTRAR

Copy to:

1. All Heads/In- charges of the Deptts./ Sections/Centres
2. All Notice Boards