

Dated: 28/02/2020

Advertisement for the of Project Administrative Staff

Applications are invited from motivated and eligible candidates for the position of Project Administrative Staff in externally funded research project (IAPP 18-19/31) to manage the activities of Industry Academia Consortium on Smart Manufacturing (IndAC-SM), in the of Discipline of Mechanical Engineering, IIT Indore.

Eligibility: Any Undergraduate Degree

Nature of work: Handling administrative responsibility (processing bills, making meeting arrangements, keeping record of expenditure, etc.) related to the activity of the IndAC-SM.

Stipend:

Consolidated amount between Rs 8000-Rs 10,000 per month/- . Exact amount will be decided by the interview committee.

Service conditions:

(i) No other allowance/benefits will be provided

(ii) Position is initially for 06 months. May be extended based on the requirement of the project.

Interested candidates are requested to report between 9:30 a.m.to 10:30 a.m. for Walk-in-interview on March 16, 2020 in the Titanium Pod, Industrial and Systems Engineering lab, Room number 304, IIT Indore, Simrol, Khandwa Road, Indore 453552

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