



Indian Institute of Technology Kanpur

Office of Dean, Administration

Advt. No.: REO/DOAD/2019/01

Date: 16-12-2019

Indian Institute of Technology Kanpur an Institute of national importance, has been in the forefront of engineering & technology education and research & development. The Institute derives strength from its philosophy, vision and values that has led to achievement of academic excellence and promotion of high order technological research. The Office of Dean, Administration is looking for suitable Indian nationals including Persons of Indian Origins (PIOs) and Overseas Citizens of India (OCIs) for appointment on the following temporary positions for short-term R&D Projects on contractual basis for a period of maximum five years.

Designation	No. of Posts	Level (as per 7 th CPC)	Total Emoluments*
REO (Grade II)	04	10	Rs. 91,866/- per month (approx.)
REO (Grade I)	03	11	Rs. 1,09,194/- per month (approx.)
Senior REO	01	12	Rs. 1,24,580/- per month (approx.)
Total	08		
Maximum age limit	REO (Grade II)	40 years i.e. born on or after 15-01-1980	Please see the point no. 3 of General information and conditions for age relaxations
	REO (Grade I)	45 years i.e. born on or after 15-01-1975	
	Senior REO	48 years i.e. born on or after 15-01-1972	
a. The prescribed maximum age shall be determined as on 15-01-2020 which shall be the closing date of application.			
b. Closing date for online application is 15-01-2020.			
1. *Total Emoluments means approximate total emoluments on minimum of Pay Scale in Pay Level (as per 7 th CPC) including House Rent Allowance, DA, Transport Allowance and employer's contribution to NPS.			
2. Reservation will be applicable as per G.O.I. norms.			
The minimum qualification, desirable qualification, experience and job specifications for the above post(s), as per Serial Number with the Post, Department, Cadre, Number of Posts, Post Code, Pay Scale & Level (as per 7 th CPC) are given below:			
➤ Serial Number : 01			
➤ Post : Research Establishment Officer (Grade II)			
➤ Department : Office of Dean, Research and Development			
➤ Cadre : A			
➤ Number of Post : 01			
➤ Post Code : 001A			
➤ Pay Scale : Rs. 56,100-1,77,500			
➤ Level (as per 7th CPC) : 10			

Minimum	Master of law (L.L.M.) with at least 60% marks from a University/ College recognised by the Bar Council of India
Desirable	<ul style="list-style-type: none"> • Relevant experience in business laws, including formulating agreements and negotiations. • Work experience in IPR, international laws pertaining to design and Inventions. • Master's degree with specialization in Business Law. • Work experience in R&D labs, industries and academia in the above fields.
Job Specification	<p>The person will be responsible for the following activities:</p> <ul style="list-style-type: none"> • Drafting/ vetting of MoUs/ Agreements related to research, collaboration, non-disclosure, CSR funding and agreements for academic activities. • Technology transfer activities. • Negotiations with industries related to intellectual property related matters. • Liasoning with corporate sector for R&D activities.
<p>➤ Serial Number : 02 ➤ Post : Research Establishment Officer (Grade II) ➤ Department : Office of Dean, Research and Development (Safety Cell) ➤ Cadre : A ➤ Number of Post : 01 ➤ Post Code : 001A ➤ Pay Scale : Rs. 56,100-1,77,500 ➤ Level (as per 7th CPC) : 10</p>	
Minimum	B.Tech. or B.S. in Engineering OR M.Sc. in Organic/ Inorganic Chemistry
Desirable	Post Diploma/ Advanced Diploma in Industrial Safety with 7 years of relevant experience in the field of safety in academic institute of higher education/ construction company/ Industry.
Job Specification	<ul style="list-style-type: none"> • Hazard identification by conducting periodic/ frequent safety inspections/ audits/ studies of different construction sites, maintenance activities, laboratories and other areas. • Safety in disposal of Hazardous chemicals/ waste. • To create and establish appropriate fire fighting system • Accident/ incident investigation of major and minor incidences and suggesting corrective measures for non-recurrence of similar incidences in future. • Organizing safety training programmes in different areas such as Chemical laboratory fire, electrical and construction safety.

	<ul style="list-style-type: none"> • Vetting modifications and new facilities from safety point of views. • Maintenance of records • Suggesting remedial measures • To advice legal compliance • To issue advice in safety matter
	<ul style="list-style-type: none"> ➤ Serial Number : 03 ➤ Post : Senior Research Establishment Officer ➤ Department : Samtel Centre for Display Technologies (SCDT) and National Centre for Flexible Electrtronics ➤ Cadre : B ➤ Number of Post : 01 ➤ Post Code : 003B ➤ Pay Scale : Rs. 78,000-2,09,200 ➤ Level (as per 7th CPC) : 12
Minimum	Ph.D. in Electronics Engineering or allied fields plus 5 years relevant experience or M.Tech./ M.Sc. or equivalent degrees in electronics engineering or allied fields plus 8 years of relevant experience
Desirable	This position is for the role of an electronic product design engineer. A masters degree in design and demonstrable proof of hands-on electronic product design experience in the field of wearables/ Internet of Things/ biomedical domain is highly desirable. The candidate should have demonstrated potential in leading/ guiding project teams.
Job Specification	Work with a team of engineers involved in development of flexible electronics based products with the specific responsibility of conceiving applications on flexible substrates such as plastic and paper. This would involve taking design from initial negotiations through requirements capture, system design and field trails. This position is a rare opportunity to develop next generation of electronic products.
	<ul style="list-style-type: none"> ➤ Serial Number : 04 ➤ Post : Research Establishment Officer (Grade II) ➤ Department : Electrical Engineering (Specialization: Power Engineering) ➤ Cadre : B ➤ Number of Post : 01 ➤ Post Code : 001B ➤ Pay Scale : Rs. 56,100-1,77,500 ➤ Level (as per 7th CPC) : 10
Minimum	M.Tech. in Electrical/ Electronics Engineering

Desirable	<p>The desired experience for the candidates in power systems group includes (but is not limited to) the following areas:</p> <ol style="list-style-type: none"> IOT based solution development and its integration in smart Grid platform SCADA integration and its operation Renewable installation and its integration in Smart Grid Advanced Metering Infrastructure (AMI) and System Integration Smart Home Automation Solution (HAS) Distribution management systems (DMS) <p>Candidate should have adequate experience in the area of Smart Grid applications to power systems, and power systems automation and control (SCADA) including AMI.</p>
Job Specification	<p>The successful candidate is expected to manage the Smart Grid Technology facility at Smart Grid Control Centre in the Department of Electrical Engineering, IIT Kanpur and also carry out extensive research and development work in the area of electric power systems.</p>
<ul style="list-style-type: none"> ➤ Serial Number : 05 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Civil Engineering (Specialization: Geoinformatics/Geodesy) ➤ Cadre : B ➤ Number of Post : 01 ➤ Post Code : 002B ➤ Pay Scale : Rs. 67,700-2,08,700 ➤ Level (as per 7th CPC) : 11 	
Minimum	<p>M.Tech. Civil/ Geoinformatics/ Electrical/ Electronics/ Computer Science/ Earth Sciences/ Mining Engineering or M.Sc. in Physics/ Mathematics/ Earth Sciences with at least 3 years relevant experience OR Ph.D. in Geoinformatics/ Geodesy</p>
Desirable	<p>The desired experience for the candidate includes (but is not limited to) the following areas:</p> <ol style="list-style-type: none"> Experience in handling surveying and geodetic instruments like GNSS receivers, Gravimeters, Total Stations, Levels, etc. Experience in handling software like ArcGIS, QGIS, ERDAS Imagine, Bernese, GAMIT/ GLOBK, etc. Strong programming skills in one or more of Python, Matlab/ Octave, R, C/ C++, Fortran. Experience in carrying out surveying/geodetic field work. Strong communication skills in English, preferably demonstrated as journal publications and conference proceedings.

Job Specification	The successful candidate is expected to manage the activities of the National Centre in Geodesy, especially coordinating the teaching and research activities of the Centre. The day-to-day activities include, but not limited to, collating data from the permanent GNSS stations, gravimeter station and their maintenance, managing the organization of short-term and long-term courses of the centre, communicating with national and international partners working in the area of geodesy, maintain the levelling and gravity test networks of the centre, and train students and staff in the lab instruments and software.
<ul style="list-style-type: none"> ➤ Serial Number : 06 ➤ Post : Research Establishment Officer (Grade I) ➤ Department : Office of Dean, Research and Development ➤ Cadre : A ➤ Number of Post : 01 ➤ Post Code : 002A ➤ Pay Scale : Rs. 67,700-2,08,700 ➤ Level (as per 7th CPC) : 11 	
Minimum	B.Tech./ B.S. + 5 years of experience OR M.Tech./ M.Sc. + 3 years of experience
Desirable	Research work in Technical field. Should have exposure to scientific instrumentation, lab set up, writing technical reports. Data collection, representation in graphical form, analytical & interpretation of key results. Should have very good communication skills.
Job Specification	<ul style="list-style-type: none"> a) Coordination with PIs of various facilities to ensure wider user base for Institute-wise instruments, I-STEM management. b) Liasoning and communicating with external funding bodies including industries for communication via both telephonic & electronic-media (including Audio-Visuals) c) Responsible for hosting visitors' delegation related to R&D work within the Institute. Organisation and Logistic handling related to both National & International visitors. d) Responsible for preparing Scientific report, Data organization, graphical representation, summary slides preparation. e) Should have experience of interaction with different cells/ bodies within the Institute and should be able to come up with annual reports.

<p>➤ Serial Number : 07</p> <p>➤ Post : Research Establishment Officer (Grade II)</p> <p>➤ Department : Directorate (Coordination Cell)</p> <p>➤ Cadre : A</p> <p>➤ Number of Post : 01</p> <p>➤ Post Code : 001A</p> <p>➤ Pay Scale : Rs. 56,100-1,77,500</p> <p>➤ Level (as per 7th CPC) : 10</p>	
Minimum	B.Tech. or B.S. or M.Sc. in Engineering/ Sciences/ Management
Desirable	Ph.D. in Engineering/ Sciences/ Management and Experience in working with and analysis of data, making technical presentations.
Job Specification	<ul style="list-style-type: none"> ○ Help prepare proposals from the institute to external entities for funding. These can be technical as well as non-technical ○ Coordination of Directorate with international organizations, alumni and corporates ○ Coordination with CEOs/CTOs of industries/heads of delegation to the institute.
<p>➤ Serial Number : 08</p> <p>➤ Post : Research Establishment Officer (Grade I)</p> <p>➤ Department : Directorate (Data Analysis)</p> <p>➤ Cadre : A</p> <p>➤ Number of Post : 01</p> <p>➤ Post Code : 002A</p> <p>➤ Pay Scale : Rs. 67,700-2,08,700</p> <p>➤ Level (as per 7th CPC) : 11</p>	
Minimum	<p>B.Tech. or B.S. in Engineering/ Sciences/ Management + 5 years of relevant experience</p> <p>OR</p> <p>M.Tech. or MS.c. in Engineering/ Sciences/ Management + 3 years of relevant experience</p> <p>OR</p> <p>Ph.D. in Engineering/ Sciences/ Management</p>
Desirable	Experience in working with and analysis of data, making technical presentations.

Job Specification	<ul style="list-style-type: none"> ○ Collect and collate information from all sections of the institute ○ Analyze the data to extract trendlines, identify weaknesses and strengths ○ Provide the information about the institute to external entities, including ranking agencies, and do the necessary followup ○ Create presentations about the institute based on the collected information for Director and Deputy Director
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General information and conditions:

1. Benefits, terms and conditions under DOAD Service:

- a. These posts carry Dearness Allowance (DA), House Rent Allowance (HRA) and Transport Allowance (TA) as admissible to the central government employees and as made applicable to the Institute.
- b. In addition to the emoluments indicated against each category of posts, benefits such as applicability of New Pension Scheme 2004, facility of health centre for self and dependents are available as per Institute rules.
- c. As REOs are purely temporary & contractual positions, benefits that are applicable only to permanent employees of the institute (e.g., LTC, Motor Car Advances, Personal Computer Advance and House Building Advances, Children Education Allowance) will not be applicable to them.
- d. Each appointment will be made on contractual basis initially for a period of maximum three years, extendable up to two years on noteworthy performance.
- e. Earned leave, half pay leave and casual leave will be admissible as per rule.

2. Other conditions

- a. The applicant must be a citizen of India. Persons of Indian Origins (PIOs) and Overseas Citizens of India (OCIs) will also be considered.
- b. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as on the last date of receipt of the applications. No enquiry asking for advice as to eligibility will be entertained.
- c. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. The duly constituted Screening Committee may adopt its own criteria for shortlisting the candidates. The candidate should therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification, supported with self-certified documents. Completion of Ph.D. degree will be reckoned from the date of issue of provisional certificate/ notification.

- d. The prescribed qualifications should have been obtained through recognized Universities/ Institutions. Incomplete application/applications received or not accompanied with the required certificates/ documents/ Fees are liable to be rejected.
- e. In respect of equivalency clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of the advertisement, then the candidate is required to produce at the time interview the relevant certificate in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the Application is liable to be rejected.
- f. The period of experience rendered by a candidate on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.
- g. If any document/ certificate furnished are in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be submitted.
- h. The date for determining the upper age limit, qualifications and/ or experience shall be the closing date prescribed for receipt of applications.
- i. The period of experience shall be counted after the date of acquiring the minimum prescribed educational qualifications.
- j. Persons with disabilities (**PWD**) fulfilling the eligibility conditions prescribed under GoI instructions are encouraged to apply.
- k. In case a candidate is staying abroad, his/ her candidature may be considered in absentia by the Selection Committee on his/ her written request.
- l. The Selection Committee may choose to place the candidate in any of the Pay Scale within the Pay Level depending upon the performance of the candidate and subject to meeting the minimum eligibility criterion specified.
- m. Only outstation candidates called and found eligible for interview will be paid to and fro single second AC rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to Kanpur on production of Rail Tickets/ Rail Ticket Numbers or any other proof of journey. Any discrepancy found between the information given in application and as evident in original documents will make the candidate ineligible for appearing in interview. Such candidate will not be paid any fare.
- n. The decision of the Institute in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination/ interview will be final and binding on the candidates.
- o. The Institute reserves the right not to fill up the posts, cancel the Advertisement in whole or in part without assigning any reason and its decision in this regard shall be final.
- p. Canvassing in any form and/ or bringing any influence will be treated as a disqualification for the post.
- q. In case of universities/ institutes awarding CGPA/SGPA/OGPA grades, candidates are requested to convert the same into percentage based on the formula as per their universities/ institutes.

- r. Application with relevant document must be submitted online only. No hard copy need to be sent.
- s. **No Interim Enquiry or Correspondence will be Entertained.**

3. Relaxations:

- a. The upper age limit is relaxable upto five years for SC/ ST and three years for OBC as per rule, on production of relevant certificate in the prescribed format signed by the specified authority at the time of interview.
- b. Upper age limit is also relaxable upto five years for the regular employees working in Institute laboratories/ Institutes, Government Departments, autonomous bodies and public sector undertakings.
- c. Relaxation in upper age limit for Persons with Disabilities and ex-servicemen will be as per rules.
- d. Relaxation in age, over and above the stipulated limit, educational qualification and/ or experience may be considered in case of exceptionally meritorious candidates or if sufficient number of candidates possessing the requisite qualification and/ or experience is not available to fill up the posts.
- e. Regular employees of IITs who are educationally qualified and otherwise eligible can be considered for the recruitment up to fifty years of age.
- f. Age relaxation for Project Employees working in IIT Kanpur will be as per the Office Order No. DIR/IITK/2019/OO-73 dated July 04th, 2019.

4. How to apply:

- a. Eligible candidates are required to apply only through **ONLINE portal www.iitk.ac.in/doad/reo-recruitment**.
- b. If the candidate does not have a valid email id, he/ she should create a new valid email id before applying online.
- c. Online Application will be available on our website from 16-12-2019 to 15-01-2020.
- d. Application fee of Rs. 1000/- shall be paid through online portal except for Exempted Category. The candidates belonging to SC/ST/PWD/Women/Abroad candidates category are exempted from submission of application fee.
- e. Application once made will not be allowed to be withdrawn and fees once paid will not be refunded on any count nor can it be held in reserve for any other recruitment or selection process.
- f. Applications from employees of Government Departments will be considered only if forwarded through proper channel, certified by the employer that the applicant, if selected will be relieved within one month of the receipt of the appointment orders. Also, vigilance clearance should also be recorded. However, advance copy of the application may be submitted before the closing date. Applications routed through proper channel should reach Institute at the earliest.

Following documents need to be uploaded/ paid while submitting online form:

- a. Online Payment of Rs. 1000/- as application fee, where applicable.
- b. Recent colored photograph and signed must be uploaded.
- c. Self-attested photocopy of Date of Birth Certificate.
- d. Self-attested photocopies of educational certificates.
- e. Self-attested photocopies of experience certificates, if any.
- f. Self-attested photocopy of caste certificate, if applicable.

Important Note:

1. Any Amendment/ Corrigendum/ Submission date extension in respect of above advertisement shall be issued on our website: www.iitk.ac.in/doad/reo-recruitment only and no separate notification shall be issued in the newspaper/ press. Candidates are therefore requested to regularly visit our website to keep themselves updated.
2. In case of any dispute, decision of the Director, IIT Kanpur, shall be final.

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Dated: 16-12-2019

Copy forwarded to:

- (a) All Heads of Departments/ Sections/ IDPs/ Centres/ Units with the request to extend it wide publicity.
- (b) Also to the following for information, please.
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|-----------------------|-------------------------------|
| (i) Director's Office | (ii) Deputy Director's Office |
| (iii) SC/ST Cell | (iv) Notice Boards |

Sd/-
Deputy Registrar,
Dean of Administration Office, FB-211
Indian Institute of Technology Kanpur
Uttar Pradesh - 208016
