



Advt. No.IITI/Rect./CNT-CPM/2024

February 20, 2024

Indian Institute of Technology Indore (IIT Indore), an Institute of National Importance, is ranked in the top 14 engineering institutes in the country by the National Institute Ranking Framework (NIRF) in the year 2023. IIT Indore is one of the second-generation IITs established by the Ministry of Education, Government of India. IIT Indore has made its presence felt as a centre of excellence for innovation, learning, teaching, and research. The Institute, with its state-of-the-art infrastructure and a productive and learning work environment, aims to attract the best talent for its staff recruitment.

IIT Indore invites applications from Indian nationals having excellent academic record and relevant work experience for the following position on contract basis:

**Chief Project Manager:** - 1 Post (on contract)

**Academic Qualifications:** - M.E. (Civil Engineering) / M. Tech. (Civil Engineering).

**Experience:** - Minimum 15 years of experience in Project & Construction Management in Central Government / State Government / Union Territories / Semi-Government / Public Sector Undertaking / Statutory or Autonomous Organizations / Research and Development Organizations. The experience shall be in not less than Pay Level 11 as per 7<sup>th</sup> CPC or equivalent.

**Desirable Experience:** Minimum 10 years of experience in handling infrastructure projects in Educational Institutions in Government Autonomous Bodies, IITs, NITs, IISERs, IIMs, Central Universities, Centrally Funded Technical Institutes (CFTIs) and Research and Development Organizations.

**Remuneration:** - Upto Rs. 2,10,000/- per month consolidated.

For retired employees of Central Govt Organizations/ Departments/ Autonomous Bodies/ PSUs, the remuneration will be fixed after adjustment of pension amount in accordance with the provision of Deptt of Expenditure, MoF OM No F. No. 3-25/2020-E.IIIA dated 09-12-2020.

**Age limit:** - Not more than 62 Years as on the closing date of submission of application.

**Terms of Reference :** The candidate on selection as Chief Project Manager (CPM) shall be responsible to discharge the following major functions/assignments;

1. Conceptualizing / Initiating / Planning Infrastructure projects.

2. Preparation of DPR, recommending appropriate methodology to implement the projects. and ensuring timely completion of projects.
3. Handling arbitration and legal matters pertaining to infrastructure projects of IIT Indore.
4. Supervision of construction projects and ensuring timely completion.
5. Managing construction project contracts, liaison with architects and contractors, monitoring and controlling of all project activities and ensuring completion within their budgeted costs as well as timelines
6. Coordination with CPWD and other agencies hired by IIT Indore for infrastructure projects.
7. Coordination with various government departments for statutory clearances.
8. Implementation of the projects and presenting the progress of the work before the relevant authorities of the Institute.
9. Any other task assigned by the Institute authorities.

**General Instructions:**

1. All qualifications should have been acquired from Universities/Institutes/Boards/Councils etc. recognized by appropriate Statutory Authorities. The requirements of minimum qualification, experience, and/or age may be relaxed in the case of candidates with outstanding credentials and experience.
2. Candidates who have work experience in the Private Sector and producing the experience certificate should submit the experience certificate on the letter-head of the Company. The letter-head of the company should have the details of the Company Registration Number and contact details of the signatory for confirmation.
3. The candidature of the applicant shall be subject to verification of original testimonials at the time of the interview. In case the candidate fails to submit the required supporting documents as mentioned in the CV, his / her candidature may not be considered for the interview.
4. Tax Deduction at Source; The Income Tax or any other tax will be deducted at source as per Government instructions. Necessary TDS Certificate will be issued
5. Confidentiality of data and documents:
  - 6.1 The intellectual Property Rights (IPR) of the data collected as well as deliverables produced by the incumbent for the Department shall remain with the Institute.
  - 6.2 The incumbent shall not utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment for the Department/organization, without the permission of the Institute.
  - 6.3 The incumbent shall be bound to hand over the entire set of documents and records

to the Institute before expiry of his/ her contract.

6.4 The incumbent would be required to sign a non-disclosure undertaking.

6. The appointment will be initially for 01 year (On Contract). The same may be extended for a further period of one year based on the periodic performance review of the candidate and the needs of the Institute.
7. Selected candidates will be entitled for OPD medical facilities at the Institute Health Centre.
8. He/she will also be entitled for Leave as per Institute rules.
9. In case the incumbent is deputed for outstation travel on official assignment, TA/DA as per the entitlement of a Group A Officer of the Institute shall be admissible.
10. The appointment is not a regular employment and does not entitle any claim or privileges or benefits of regular employment.
11. The Institute reserves the right to set the criteria/ parameters for screening and shortlisting of applications. Only shortlisted candidates will be called for the selection process.
12. The Information about the shortlisted candidates and dates of interview will be informed through email mentioned in the application form.
13. The Institute reserves the right not to fill the advertised post.
14. The decision of IIT Indore in matters of selection will be final and binding.
15. In case the information furnished by the candidate in any part thereof is found to be false or incomplete or is not found to be in conformity with the eligibility criteria mentioned in the advertisement, the candidature/engagement will be terminated.
16. Any sort of canvassing or influencing the official related to the recruitment/selection process would result in immediate disqualification of the candidate.
17. Candidates, who are fulfilling the above eligibility criteria, and are willing to apply for the post are requested to send a duly filled and signed scanned copy of the application form to the email id "[careers@iiti.ac.in](mailto:careers@iiti.ac.in)" with the following details **on or before 5.30 pm (IST) on 01-03-2024:**
  - Application form should be properly filled and signed mentioning the age, qualification, and experience details with a self-attested set of scanned copies of certificates.
  - List of 3 references with complete contact details.

# Application format is enclosed for reference and necessary action.

**Sd/-**  
**Registrar, IIT Indore**