



आईआईटीआई दृष्टि सीपीएस फाउंडेशन, भारतीय प्रौद्योगिकी संस्थान इन्दौर
खंडवा रोड, सिमरोल, इन्दौर – 453 552, मध्य प्रदेश, भारत
IITI DRISHTI CPS Foundation, Indian Institute of Technology Indore
Khandwa Road, Simrol, Indore - 453 552, Madhya Pradesh, India

CIN: U73100MP2020NPL054322

IITI DRISHTI CPS FOUNDATION
(A Section 8 - Not for Profit Company)

Advt. No. – IITI-DRISHTI-CPS/Sec-8/2025/11

Date: 27 May 2025

IITI DRISHTI CPS Foundation (DRISHTI CPS in short), a Technology Innovation Hub (TIH) established at IIT Indore under the aegis of National Mission on Interdisciplinary Cyber Physical Systems (NM-ICPS), is working along the technology vertical of System Simulation, Modelling and Visualization. DRISHTI CPS is committed to fostering technology development and commercialization, skill development, startups support, and employment creation in the field of Cyber-Physical Systems. More details about the company are available at: <http://drishticps.iiti.ac.in/>

Job Title: HR Manager

Job Location: IIT Indore

Key Responsibilities

- Manage the recruitment and hiring process
- Handle onboarding, Offboarding and Induction for new employees
- Develop and update HR policies and procedures
- Support managers with performance reviews and employee development
- Address employee issues and provide guidance on HR matters
- Oversee payroll, attendance, and leave management
- Ensure compliance with labour laws and company policies
- Plan employee engagement activities and build a strong company culture
- Maintain employee records and HR documentation

Requirements

- Proven experience as an HR Manager or similar role
- Strong knowledge of HR best practices and labour laws
- Excellent communication and problem-solving skills
- Ability to handle confidential information with integrity

Qualifications & Experience

- **Education:** Bachelor's degree in HR, Business, or related field
- **Experience:** 5+years



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Compensation: As per Industry Standards

Interested candidates may [click here](#) to submit the application.

Only shortlisted candidates will be called for a written test/interaction/interview. Mere fulfillment of the eligibility criteria does not entitle an applicant to be shortlisted. All the applications will be thoroughly evaluated for suitability with the company's requirements. The company reserves the right to not fill up /cancel the post advertised without assigning any reason. In the case of selection, the role will be finalized by the selection panel and the decision will be binding. The position is contractual, full-time in nature and subject to periodic performance reviews.