



Advt. No. IITI/SA/HCU/2024/02

October 28, 2024

Walk In Interview

**Non-Teaching Positions (on Daily Wage/ Casual Basis)
for Hostel Coordination Unit (HCU)**

1. Indian Institute of Technology (IIT) Indore is an Institute of National Importance and is one of the second generation IITs established by Ministry of Education, Govt. of India. The Institute has been ranked as the 16th top engineering institute in the country by National Institute Ranking Framework (NIRF) in the year 2024. IIT Indore has made its presence marked as a Centre of Excellence for teaching, learning, innovation, and research. With its state-of-the-art infrastructure, facilities and conducive work environment, the Institute is the preferred choice for the job seekers who aspire to build a career and serve in a premier academic Institute of national repute.
2. The Hostel Coordination Unit (HCU) of the Institute is an entity which manages the multifarious activities of the hostels and dining of around 3000 students residing on the campus.
3. Applications are invited from Indian nationals having good academic record and relevant work experience for the following position on daily wage/ casual basis for the Hostel Coordination Unit of IIT Indore:

(a) IT Technician (on Daily Wage Basis) - 01 post

- (i) Essential Qualification: Xth Pass and Certificate Program in Computer Hardware/ Software and Networking or equivalent.
- (ii) Desirable Qualifications: Diploma in Computer Hardware/ Software and Networking
- (iii) Minimum Experience: 2 years of experience in the relevant field.
- (iv) Desirable Experience: Experience of working in Colleges/ Schools/ Hostels
- (v) Upper Age Limit: 50 years as on the day of interview.
- (vi) Salary/ Remuneration: ₹948/ day. (Minimum Wage in Highly Skilled Category)
- (vii) Period of Engagement: On need basis, subject to a maximum of 26 days in a month.

(b) Electrician (on Daily wage basis) - 01 post

- (i) Essential Qualification: Xth Pass
- (ii) Desirable Qualifications: ITI Certificate/ Diploma in Electrical Works
- (iii) Minimum Experience: 2 years of experience in the relevant field.
- (iv) Desirable Experience: Experience of working in Colleges/ Schools/ Hostels
- (v) Upper Age Limit: 50 years as on the day of interview.
- (vi) Salary/ Remuneration: ₹734 / day. (Minimum Wage in Semi-skilled Category)

(vii) Period of Engagement: On need basis, subject to a maximum of 26 days in a month.

(c) Carpenter (on Daily wage basis) - 01 post

- (i) Essential Qualification: Xth Pass
- (ii) Desirable Qualifications: ITI Certificate/ Diploma in Carpentry work
- (iii) Minimum Experience: 2 years of experience in the relevant field.
- (iv) Desirable Experience: Experience of working in Colleges/ Schools/ Hostels
- (v) Upper Age Limit: 50 years as on the day of interview.
- (vi) Salary/ Remuneration: ₹734 / day. (Minimum Wage in Semi-skilled Category)
- (vii) Period of Engagement: On need basis, subject to a maximum of 26 days in a month.

(d) Plumber (on Daily wage basis) - 01 post

- (i) Essential Qualification: Xth Pass
- (ii) Desirable Qualifications: ITI Certificate /Diploma in Plumbing work
- (iii) Minimum Experience: 2 years of experience in the relevant field.
- (iv) Desirable Experience: Experience of working in Colleges/ Schools/ Hostels
- (v) Upper Age Limit: 50 years as on the day of interview.
- (vi) Salary/ Remuneration: ₹734 / day. (Minimum Wage in Semi- skilled Category)
- (vii) Period of Engagement: On need basis, subject to a maximum of 26 days in a month.

(e) Hostel Attendants (on Daily Wage basis) - 06 posts

- (i) Essential Qualification: Xth Pass
- (ii) Desirable Qualifications: 12th pass
- (iii) Minimum Experience: 2 years of experience in the relevant field.
- (iv) Desirable Experience: Experience of working in Colleges/ Schools/ Hostels
- (v) Upper Age Limit: 50 years as on the day of interview.
- (vi) Salary/ Remuneration: ₹734 / day. (Minimum Wage in Semi-skilled Category)
- (vii) Period of Engagement: On daily basis for a period of two months in Nov and December 2024.

General Instructions:

1. The candidates are required to appear for the walk-in interview along with their latest CV and photograph.
2. All qualifications should have been acquired from Universities/ Institutes/ Boards/ Councils etc. recognized by appropriate Statutory Authorities. Relevant education certificates should be attached along with the application form.

3. The experience certificate should be on the letterhead of the Company/ Institute/ Organization and should mention the details of post, pay, duration of employment and nature of the job performing/ performed.
4. The requirements of minimum qualification, experience, and/or age may be relaxed in the case of candidates with outstanding credentials and experience at the discretion of the HCU.
5. 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 application form, his / her candidature may not be considered for the selection process.
6. The appointment is not a regular employment and does not entitle any claim or privileges or benefits of regular employment.
7. In case the information furnished by the candidate in any part is found to be false or incomplete or not in conformity with the eligibility criteria mentioned in the advertisement, the candidature/ engagement will be considered revoked/terminated.
8. Any sort of canvassing or influencing the official related to the recruitment/selection process would result in immediate disqualification of the candidate.
9. The Institute has the discretion to choose not to hire for a position or to terminate an appointment without assigning any reasons.
10. The decision of HCU in matters of selection will be final and binding.
11. Candidates, who are fulfilling the above eligibility criteria may attend the **Walk-in Interview/ Trade Test** along with their CV/ Resume and relevant certificates/ testimonials **on November 5, 2024 at 9:30 AM at Student Affairs Office, 2nd Floor, Abhinandan Bhavan, IIT Indore.**

Sd/-
Dean, Student Affairs, IIT Indore