

**Advertisement for Walk-in Interviews for the Position of Data Analyst/Operations Manager**

Applications are invited for the following posts purely on temporary basis for HMMU funded project at IIT JAMMU

No of post	Name of the post	Age Limit	Period of Engagement	Consolidated Salary package
01	Data Analyst/Operations Manager	32 years	Initially for 01 years or as per requirement (extendable based on the performance and requirement)	₹38500/-per month

**Eligibility Criteria:****Essential**

- (i) B.E/B.Tech (Computers/IT)
- (ii) At Least 6 months of work experience.
- (iii) Proficient in Python, SQL and Data Visualisation tools.
- (iv) Should be able to transform data into actionable insights and strategic decisions.
- (iv) Excellent written and verbal communication.

**Desirable**

- (i) Machine Learning and NLP
- (ii) Statistics

**Job Responsibilities**

- (i) Oversee daily operations to ensure smooth and efficient processes.
- (ii) Develop and implement operational policies and procedures to improve productivity.
- (iii) Collect, analyze, and interpret complex data sets to support decision-making.
- (iv) Any other duties as may be assigned.

**Work Days** - Monday to Saturday

**Timing**- 9am -5pm

**Walk-In Interview Details:**

Date: 14<sup>th</sup> October, 2024

Time: 10 AM

Venue: IIT Jammu, Department of Humanities and Social Science

**General Instructions:**

- (i) Candidates should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement.
- (ii) The outsource Agency will depute the selected candidate at IIT Jammu on outsource basis.
- (iii) This is purely a temporary engagement, and selection does not entitle for any claim what-so-ever regularization against any regular post or any vacancy arising in future in this or any other cadre/post on the basis of this service at the client organization, that is, IIT Jammu.
- (iv) Good knowledge of Computer applications (on emails, word processing, spreadsheet, presentations software etc. and OS like MS-Windows) is a must.
- (v) The Candidates need to bring all the original documents for verification during the interview.

**Principal Investigator:**

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