

## Advertisement for the Position of Technical Assistant

Outsource: HR-40

Date: 04 Dec 2024

The Outsource Agency invites online applications to fill the following post, to work at IIT Jammu on outsource basis:-

No of post	Name of the post	Age Limit	Period of Engagement	Consolidated Salary package
02	Technical Assistant	35 years	Initially for 06 month (yearly extendable based on the performance and requirement)	23,000-31,000/- per month

### Eligibility Criteria

- (i) Three-year Diploma in Civil Engineering or equivalent (after 10+2) from a recognized University/ Institute.  
Or
- (ii) Four year B. Tech in Civil Engineering from a recognized University/ Institute.

### Desirable

- (i) Consistently good academic record (at least 60% in all boards/ University examinations).
- (ii) Practical experience of operating major Civil engineering equipment such as UTM, CTM, Total station etc.
- (iii) Knowledge of Civil engineering material testing, Surveying etc.
- (iv) Basic knowledge of computers such as MS Office, AutoCAD etc. and other basic computer applications.

### Experience (Required)

- (i) Diploma in Civil Engineering with a minimum of 3 years of experience in managing UG/PG lab in an academic or research institute.  
Or
- (ii) B.Tech in Civil Engineering with minimum one-year experience in managing UG/PG lab in an academic or research institute.

### Job Description

- (i) Managing various UG/ PG labs in the department.
- (ii) Operating and troubleshooting various Civil engineering lab equipment.

### General Instructions:

- (i) Candidates should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement.
- (ii) 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 cadre/post on the basis of this service at the client organization, that is, IIT Jammu.
- (iii) The Outsource Agency will depute the selected candidate at IIT Jammu on outsource basis.
- (iv) Sound knowledge of computer applications (on emails, word processing, spreadsheet, presentations software etc. and OS like MS-Windows) is a must-have requirement.
- (v) Only shortlisted candidates shall be called for Trade Test/Interaction evaluation. Mere qualifications may not ensure short-listing and Institute may apply higher than minimum cut off criteria to ensure reasonable number of candidates.
- (vi) The Candidate needs to bring all the original documents for verification during Trade Test/Interaction.

### Application Submission:

- (i) Candidates are required to submit online application latest by **16 December 2024** for submission of application please visit on <https://apply.iitjammu.ac.in> on behalf of outsource Agency for wider reach.
- (ii) Applications with incomplete information shall be summarily rejected.
- (iii) Candidates must provide details of 10<sup>th</sup> or equivalent, 12<sup>th</sup> or equivalent, graduation and post-graduation qualification (as applicable).