



# Indian Institute of Technology, Gandhinagar

## Advertisement for 'Project Staff' at the *Centre for Safety Engineering*

Applications are invited for one temporary 'Project Staff' position in the UAY project. The work include

- Helping on-going and future projects in the labs
- Preparing the project proposal, tender documents, utilization certificate for projects etc.
- Managing the conference, workshop and facilitating lab activities regarding projects
- Communication (both in the form of written and verbal) with different stakeholders in the institute and industry

### Eligibility Criteria:

- Bachelor degree from any recognized University with good academic track record
- Proven technical writing and verbal communication skills
- 1-2 years of work experience in the above mentioned areas

### Compensation and term of position:

Compensation will be 15,000 - 20,000/- per month based on the education and experience (consolidated salary – No HRA). Initial appointment will be for 1 year with the possibility of renewal for the 2<sup>nd</sup> year depending on performance.

### How to apply:

Those interested are requested to e-mail a **single zipped file** containing (1) *Cover Letter* (2) *Curriculum vitae highlighting education and work experience*, (3) *List of referees and their contact details*, (4) *Statement of purpose*. Please apply and send your application to [chinmayg@iitgn.ac.in](mailto:chinmayg@iitgn.ac.in). Application without above documents will not be considered.

Please note that your **single zipped file** should be named as **<your last name>\_CGPS2018.zip** and the subject line of the email should be **"Project Staff 2018"**, June 08, 2018