



भारतीय प्रौद्योगिकी संस्थान दिल्ली  
Indian Institute of Technology Delhi  
Hauz Khas, New Delhi – 110 016. Website : [www.iitd.ac.in](http://www.iitd.ac.in)

**Advt. No. E-II/10/2024(W) Dated April 24, 2024**

Applications are invited from Retired/ Retiring Govt. Officials for engaging **01 Consultant** for SeNSE, Deptt. of Design and Central Workshop of IIT Delhi. The engagement will be purely on contract basis initially for a period of 01 year which can be extended upto maximum 05 years, subject to requirement and after review of satisfactory work performance based on functional need, at a consolidated remuneration as per details given below :

Engagement position	Consolidated Remuneration	Essential Qualification & Experience	Age Limit
<b>Consultant (01)</b>	As per the prescribed guidelines mentioned in Office Memorandum of Government of India, Ministry of Finance, Department of Expenditure vide F.No.3-25/2020-E.IIIA dated 09.12.2020.	<b><u>Essential Qualification:</u></b> Bachelor's Degree in any discipline. <b><u>Desirable work experience:</u></b> The work experience of at least 10 years in Stores and Purchase. Experience in purchasing through GeM is also desirable. <b><u>Roles and responsibilities:</u></b> 1. To take all the responsibilities of Stores and Purchase activities in the Academic Unit of SeNSE, Deptt. of Design and Central Workshop. 2. To oversee the office of Head as there is no regular staff. 3. To train the new staff whenever made available.	Not above 62 years

**NOTE:**

- Please note that this is purely a temporary engagement and appearance in the Interview and selection, thereafter, does not entitle for any claim what-so-ever for permanency on the regular establishment of IIT Delhi.
- Immediate joinee will be preferred.
- (a) Candidates are required to submit the prescribed application form affixed with recent passport size photograph duly filled by him/her. The specimen of "Application Form" is available on the Website of IIT Delhi <[www.iitd.ac.in](http://www.iitd.ac.in)> (Please see link [Jobs@IITDelhi](mailto:Jobs@IITDelhi), under the heading Non-Academic). The prescribed filled in application form alongwith self-attested copies of documents supporting Educational Qualification and Experience in PDF format should be mailed at [e2recruit@admin.iitd.ac.in](mailto:e2recruit@admin.iitd.ac.in) by **10.05.2024 (Friday)**. There is no need to submit hard copy through Post/Courier.  
(b) The application form should contain detailed information regarding Educational Qualification indicating percentage of Marks/Division obtained in each examination and details of work experience. The incomplete application form will be summarily rejected.  
(c) **Applications received within the due date will be shortlisted by a Committee and only the shortlisted candidates will be considered for Interview.**

Contd...2...

- (d) The date of Interview will be intimated separately through e-mail to shortlisted candidates only.
4. Candidates must produce the original certificates/documents in support of Educational Qualification (both Academic/ Professional) and also work experience at the time of Written Test/ Interview/Joining, if selected.
  5. If any information is found false/incorrect at any stage, the candidature/appointment is liable to be cancelled.

**Rectt. Cell (Estt.-2)**  
**IIT Delhi**