

INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

ADVERTISEMENT

The Indian Institute of Technology Gandhinagar (IITGN) is inviting applications for the contractual position of Program Associate II in the Campus Development Office as per the details mentioned below:

Name of the Post	Program Associate II (Campus Development Office)
Number of Post	1
Classification	Full-time Contractual Post
Consolidated Pay	Consolidated salary of Rs. 50,000/- to Rs. 78,000/- per month based on skills and experience. No other allowances are admissible. Accommodation may be provided against payment of applicable charges as per the institute's norms and subject to availability.
Essential Qualification and Experience	Academic qualifications include a minimum of 60% marks or equivalent grade from Graduation onwards, and 55% marks or equivalent grade in Class 10 and Class 12. AND <ul style="list-style-type: none">- Master's degree in environmental science/sustainability/ environmental engineering/public policy or related field OR- Bachelor's degree in engineering/technology with a minimum of 2 years' post-qualification relevant experience
Desirable Skills	<ol style="list-style-type: none">1. Excellent communication and interpersonal skills2. Strong analytical and problem-solving skills.3. Proficiency in the use of MS Office software (Word, Excel, PowerPoint)4. Flexibility to work on weekends, holidays, or beyond office hours.
Duration of Appointment	One year, extendable upon the incumbent's satisfactory performance and the institute's requirement.
Job Description	<ol style="list-style-type: none">1. Engage and motivate campus residents and the community; provide capacity building and training for personnel/agencies involved in campus maintenance and housekeeping; assist in identifying suitable service providers for waste disposal.2. Oversee the implementation and commissioning of waste management processes, conduct regular inspections, resolve operational issues, and ensure sustainability through system automation.3. Periodic review of green ratings of campus and curate data for submission to various Government of India initiatives/awards.4. Developing articles/materials/presentations on the sustainability practices of the campus.5. Conduct audit visits to identify deficiencies and provide recommendations for improvement in consultation with the relevant authorities.6. Provide regular updates to the Campus Development Office on progress and challenges, ensuring alignment with the objectives and policies for maintaining a green campus.

How to apply	Interested candidates are requested to apply through this link . The last date of submitting the online application is 30 June 2025.
Terms and Conditions of Engagement	<ol style="list-style-type: none"> 1. The incumbent will not have any legal right to claim his/her regularization/appointment by absorption or otherwise against any regular posts or any other further contractual engagement on termination of the agreement. 2. The Institute reserves the right to reject any or all applications without providing any reason. It also reserves the right to waive or relax any eligibility criteria and is not obligated to fill the advertised position. 3. The Program Associate II will be required to work full-time. The candidate may also be required to work in the evenings or on holidays, depending on work requirements. 4. The Program Associate II shall be responsible for undertaking tasks assigned by the Institute as and when required.