



Advt. No: IITJ TISC/ 2021-22/002

Dated: 05.07.2021

ADVERTISEMENT FOR WALK-IN-INTERVIEW (through online mode)

Indian Institute of Technology Jodhpur has promoted The Technology Innovation and Start-up Center (IITJ TISC), incorporated under Section 8 of The Companies Act, 2013. TISC at IIT Jodhpur is the umbrella incubation center for nurturing innovation and entrepreneurship in various domains.

This is a notice for recruitment at IIT J TISC. We invite applications from citizens of India for filling up one vacancy for *Consultant (Corporate Relation/Endowment and Corporate Affairs)* at IITJ TISC. The post is temporary/part time and on consolidated salary basis. The requisite qualification, experience, and other details are given below. Candidates possessing the requisite qualification and experience would be required to apply through ONLINE mode.

Starting date of application: 05 July, 2021

Last date of application: 05 August, 2021

Online link for application: <https://forms.gle/ifT47KdF7UMZhiDv6>

1.1	Position	Consultant (Corporate Relations/Endowment and Corporate Affairs)
1.2	Number of positions	01
1.3	Age	The maximum age limit shall not exceed 50 years as on the date of interview.
1.4	Job Responsibilities	The major responsibilities are to build fundraising/outreach programs with corporates from CSR. It includes Fundraising from Alumni, corporates & Friends of IITs, Retail fundraising (Crowd Fundraising), Project based Fundraising, Fundraising towards named Endowments & corpus. Also providing strategies for long term growth in corporate/alumni relations, and any other work as assigned by the <i>Competent Authority</i> related to Corporate Relations of the Institute.
1.5	Tenure	The appointment for the above contractual position will be initially for Six Month, which can be further extended up to a maximum of three years' subject to satisfactory performance.
1.6	Consolidated Pay	Consolidated pay basic pay upto Rs. 60,000/ with a performance linked variable component (As decided by the Selection Committee) per month
1.7	Qualification and Experience	(i) Master's or Bachelor's degree in any discipline. (ii) Minimum 05 years' experience in Academic Institute of repute in similar position/work profile. (iii) Should possess a proven track record towards fund raising program



ANNEXURE-A

APPLICATION FOR THE POST OF

Consultant (Corporate Relation/Endowment and Corporate Affairs)

(Advt. No: IITJ TISC/2020-21/ 002)

1. Name of the applicant :
(in BLOCK LETTERS)
2. Father's name :
3. Permanent address :
4. Address for correspondence :
5. Phone No. & Email ID :
6. Gender (Male/Female) :
7. Date of birth :
8. Whether belongs to :
GEN/EWS/SC/ST/OBC
9. Educational qualifications :

Affix self-
attested
Passport size
photograph

Exam Passed	Name of Board/University	Year of Passing	% of marks/CGPA	Div.	Subject	Remarks
(PG)						
(UG)						
(other)						

10. Experience (1) :
(2) :
11. Name of the last employer, if :
any
12. Any other relevant information :

Declaration

I _____ do hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the test, my candidature will stand cancelled and my claim for the recruitment stand forfeited.

Date:

Place:

Signature of the candidate



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General Instructions to the applicants:

1.	<p>The candidate who fulfills the requirements may attend the <i>Walk-in-interview</i> (through online mode) along with filled application in the prescribed format (<i>Attached as Annexure-A</i>). All the certificates (in copy) in support of their qualification, experience as well as <i>no objection certificate</i> from the present employer, if any, will be provided with the application form.</p> <p>A copy of application form with all supporting documents shall be submitted to the Office of Establishment-II, IIT Jodhpur at the google form address (https://forms.gle/ifT47KdF7UMZhiDv6) before 05 August, 2021 (05:00 PM). As the process will be done through online mode, application received after the above mentioned date will not be considered.</p>
2.	<p>Selected candidate shall not have claim on any regular position and shall not be bestowed any of the privileges like Housing, Medical Facility and Other benefits available to the regular employees of the Institute.</p>
3.	<p>Applicants are advised to ensure, before appearing for <i>Walk-In Selection Process</i> (online), that they possess the minimum essential qualification and experience laid down for the post. Qualification obtained has to be from recognized University/Institute. Eligibility in terms of age, qualification and experience of a candidate shall be considered as on the date of <i>Walk-In Selection Process</i>.</p>
4.	<p>Interested candidates may also in their own interest ensure that they fulfill the eligibility conditions. Ineligible candidates will not be allowed to appear for interview (online). Verification of documents will be done before interview.</p>
5.	<p>In case of large number of candidates reporting for interview, the competent authority, IIT Jodhpur reserves the right to shortlist candidates by adopting appropriate criteria.</p>
6.	<p>The candidate may ready for walk-in-interview (online) as per scheduled notification on the website (tisc.iitj.ac.in).</p>
7.	<p>No TA/DA will be paid for attending the <i>Walk-In Selection Process</i>.</p>
8.	<p>In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the Institute reserves the right to <i>modify, withdraw</i> or <i>cancel</i> any communication made to the Applicants.</p>
9.	<p>After joining the service of the Institute, the person(s) will have to abide by the Rules of TISC applicable from time to time. He/She may be assigned any duty within or outside the Institute depending upon the exigency of the work.</p>
10.	<p>The Institute shall verify the antecedents or documents submitted by a person at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake, or the person has a clandestine antecedents or background and has suppressed the said information, then his/her services shall be terminated forthwith and legal action may be initiated against such candidates/employees.</p>
11.	<p>No interim correspondence whatsoever will be entertained from the candidates.</p>
12.	<p>Canvassing in any form or bringing in any influence political or otherwise will be a disqualification for the post.</p>
13.	<p>In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.</p>
14.	<p>For any query related to <i>Walk-In Selection Process</i> (online), applicant may send e-mail on hello@tisc.iitj.ac.in However, enquiry/queries related to eligibility for the post/interpretation of rules or forwarding of CV will not be entertained.</p>