INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR
Research & Development Office

SPON/10455/Advt0373

Name of PI	Nihar Ranjan Mohapatra	Department	EE
Project title	Silicon and Advanced Semiconductor Manufacturing Research and Training Hub (SAMARTH)		
Designation	Project Associate I		
Number of positions	Two (2)		
Application Link	http://recruitment.iitgn.ac.in/projectstaff/		
Last date of application submission	12 November 2026		
Consolidated Monthly Remuneration including HRA	INR 45,000 – 80,000 per month, depending on qualification and experience		
House Rent Allowance per month (If applicable)	NIL		
Duration of appointment	One year initially, extendable on satisfactory performance up to the project completion date.		
Eligibility Norms[1]	☒ Institute norms	☐ Funding Agency norms	
Essential Qualification/Experience as per the norms[1]	B.Tech./B.E./M.Sc./M.C.A./LLM./CA/CMA/CS/MBA/Professional qualification or equivalent in an appropriate discipline. OR B.C.A./B.Sc./B.A./B.Com./B.B.A./LLB. or equivalent qualification in an appropriate discipline with a minimum of 04 years of post-qualification experience. *Minimum 60% marks or equivalent grade from graduation onwards, and 55% or equivalent grade in Class 10 and Class 12.*		
Desirable Qualification/Experience	• Academic & Event Coordination: Experience in managing training pipelines, scheduling training programs, and handling logistics for workshops or seminars. • Operations & Facility Management: Familiarity with lab access systems, resource scheduling, and standard procurement/inventory processes for technical facilities. • Administrative Support & Documentation: Excellent drafting, record-keeping, and communication skills to support technical staff, faculty members, and external institutional visitors.		
Job Description	• Academic Programme Coordination: Managing the intake, onboarding, scheduling, progress reporting, and certification for hundreds of external students, short-term trainees, and interns participating in SAMARTH workshops. • Event & Workshop Management: Handling the logistical pipeline—including venue booking, trainer/expert arrangements, vendor payments, and attendee registrations—for high-end technical workshops and global seminars hosted by SAMARTH.		

"Merely meeting the minimum eligibility criteria will not guarantee the shortlisting and/or appointment. A higher cutoff level may be used. The Institute reserves all rights, not to call an applicant for a selection test or not to fill up a position through this round of selection process without assigning any reason."

	• Visit Planning & Coordination: Managing the end-to-end planning, scheduling, and hospitality arrangements for institutional visits, institutional guests, and external delegations. • Lab Operational Support: Coordinating user access requests, scheduling system time slots in coordination with technical staff, and raising official purchase requests for laboratory consumables. • Technical & Faculty Assistance: Providing comprehensive documentation, administrative support, and operational assistance to technical staff and faculty members during workshops and meetings.
Contact	Mention PI's Name & Mail Id Nihar Ranjan Mohapatra Professor, EE nihar@iitgn.ac.in