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| **Industrial Consultancy and Sponsered Research**  **Indian Institute of Technology Ropar**  **Nangal Road, Rupnagar-140001** |
| **WALK-IN-INTERVIEW / Written Test**  Industrial Consultancy and Sponsored Research (ICSR) invites online applications for the following positions:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | S.No | Designation | Eligibility | Lum-sum remuneration | Vacancy | | 1 | Senior Executive | Graduate degree in in Arts, Science, Commerce or Business Management. Atleast 2.5 yrs work experience in Govt. Offices or in educational institution or business organizations of repute.  Desirable: Knowledge of Office Procedures, rules and regulations generally operative in govt offices or in educational institutions including experience in handling work in connection with meeting and conferences. Working knowledge of computers.  In case of Accounts:  Graduate Degree in commerce. Sufficient knowledge of fundamental and Supp. Rules, account Code, General Financial rules of central govt.. | 18000/- | 01 | | 2 | Junior Executive | Graduate degree with 1.5 years of experience.  In case of accounts  Graduate degree in commerce with 1.5 yrs of experience in accounts  In case of Stores  Graduate Degree with 1.5 yrs of relevant experience in store management/verification | 16000/- | 03 |   This engagement will be purely on contract basis for a period of one year from the date of joining. There will be no claim whatsoever for appointment / regularization against any regular post or any vacancy arising in future in any cadre/post on the basis of this service. The tenure may be extended further subject to performance review by Dean ICSR after one year and on the availability of funds at ICSR. The engagement shall be for a maximum period of 05 years. This arrangement can be terminated at any time by giving one month’s notice on either side or equivalent amount in lieu of the notice period. However, the ICSR reserves the right to put an end to this arrangement forthwith, on payment of one month’s emoluments in lieu of the notice period, if required. No residential accommodation at the campus shall be provided. The selected candidates shall have to make their own arrangements for stay. **Last date to submit your applications are 26/04/2019**  -Sd/-  Dt: 11/04/2019 **Dean (ICSR)** |