



IIT Ropar Defence Research and Innovation Foundation(DRIF)

Shanti Swarup Bhatnagar Block Indian Institute of Technology Ropar,
(Punjab) India

Rupnagar-140001

Advertisement for the Position of Project Officer

IIT Ropar – Defence Research Innovation Foundation (DRIF), a Section 8 company established under the Indian Institute of Technology Ropar (IIT Ropar), aims to strengthen the Atma Nirbhar Bharat in defence ecosystem nationally and globally. We are seeking applications for the position of **Project Officer** responsible for executing various projects under DRIF, IIT Ropar and carrying out coordination between the Armed Forces, CAPFs, Academia & Industry.

Job Description :-

- Manage Defence projects under DRIF by coordinating with various stakeholders like Armed Forces, CAPFs, Academia, MSMEs etc.
- Ensure and maintain correct documentation & budgets for various projects being undertaken for Ministry of Defence, Army, Navy, Air Force, Coast Guard & CAPFs.
- Manage & disseminate monthly updates for various Armed forces projects running under DRIF, IIT Ropar with all stakeholders.
- Implement project timelines as per the signed MoUs/MoAs, oversee budget and institutional guidelines for the projects.
- Assist CEO in managing, organizing and dissemination of accurate and timely reports on the projects to the DRIF Board of Directors (BoD) on Quarterly basis.
- Assist CEO in conduct of annual events in consonance with the Armed Forces for promotion of DRIF-IIT Ropar.
- Coordinate with Project officers of the Armed Forces and involved technical advisors/ IIT faculty members for various Projects.

Skills Required :-

- Extensive field experience; rich exposure to operations / projects across technology domains.
- Strong team building and people-management skills, with the ability to set priorities and manage projects & mission-critical teams with clarity in setting priorities and driving high-impact projects in multi domain environments.
- Solutions-oriented mindset, adept at engaging with multiple stakeholders including academic institutions, Armed Forces and inter-disciplinary teams.
- Sound understanding of financial processes involving project management and stakeholder management in high-responsibility roles.
- Experience with writing project reports, framing SoPs including budgetary estimates is desirable.

Remuneration and Contract Period : Exact remuneration will be decided by the Board, however monthly consolidated pay will be fixed. No other allowances will be payable. Contract period will be of 11 Months only.

Age: < 56 Years.

Experience: Minimum 5 years in the Armed Forces or equivalent of Pay Band 12 and above in administrative/managerial role in Civil Organisations. Appointment tenanted in any Armed Forces Category 'A' training institute preferred. A business management degree of MBA/PGDBM/ diploma/ certificate in financial management is desirable.

Application process:-

Email your detailed CV to ssmahal@iitrpr.ac.in with subject as “**Application for the Position of Project Officer**” on or before **30 July 2026**. An online and in-person interaction will be conducted if the candidate's CV is selected for further evaluation.

Note : Only shortlisted candidates shall be called for further recruitment process. The decision of the management for shortlisting and selection will be final.