

**Email: office.alumni@iitrpr.ac.in, Phone: +91-1881-232769****Date: 17th February 2026**

Candidates of Indian nationality are invited to appear for the Walk-in Interview for the post of Manager (Alumni Affairs) under IIT Ropar Alumni Association. Appointment shall be on a temporary basis on consolidated pay.

Position	No. of Vacancy	Minimum Qualification	Monthly Emoluments
Manager (Alumni Affairs)	01	<p>Graduate degree with a minimum of 55% marks, along with an MBA degree.</p> <p>Minimum of two years of relevant work experience, particularly in the following areas:</p> <ul style="list-style-type: none"> ➤ Computer applications (MS Office, Excel, PowerPoint, Accounting software) ➤ Event/meeting coordination ➤ Social media tools and content creation <p>Age Limit: Below 35 years</p>	Rs. 30,000/- to Rs. 40,000/- per month plus 10% HRA (depending upon the qualifications, experience and performance of the candidate), paid from IIT Ropar Alumni Association.
Date of Walk-in Interview	Venue		Time of Walk-in Interview
27/02/2026	Office of Corporate, Alumni, Placement and Strategies (CAPS) 3 rd Floor, M. Visvesvaraya Building (East Wing), Main Campus, IIT Ropar Contact: 01881-232769		09.00 AM (Reporting Time)

The Candidates fulfilling the above-mentioned qualifications and experience may appear for the Selection Process. They are requested to bring their detailed resume along with self-attested copies of all relevant documents, including certificates and mark sheets indicating the percentage of marks obtained in each examination passed, as well as documentary proof of work experience.

General Instructions to the candidates:

- 1) The position is purely on a contractual basis for a period of one year. The tenure may be extended further, subject to satisfactory performance and review by the IIT Ropar Alumni Association and the Dean (CAPS).
- 2) 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.

3) Candidates will be required to produce documentary evidence in support of all educational and professional qualifications at the time of the Selection Process.

4) If, at any stage, it is found that any information furnished in the application is incorrect or false, the candidature and/or appointment shall be liable to be cancelled or terminated without any notice.

5) Kindly fill in the required information in the Google Form at the following link latest by 26th February (11:00 AM): <https://forms.gle/kjrSDzXf8HAFg8h67>

In case any clarification is required on the eligibility regarding the above posts or any further information, please contact at email id: office.alumni@iitrpr.ac.in

(Assistant Registrar, CAPS)