Applications are invited from Indian Citizens for 01 post of Facility Manager (Hostels) on purely contract basis under Board for Hostel Management. The appointment will be made for a period of 6 months. The period can be extended subject to requirement and satisfactory work performance as per details mentioned below:-

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<th>Post</th>
<th>Consolidated Salary</th>
<th>Age Limit</th>
<th>Minimum Qualification/Experience</th>
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</table>
| Facility Manager      | Rs 40,000/- to Rs 70,000/-  | Not exceeding 35 years as on the last date of application | Minimum Qualification:
| (Hostels)             |                              |                                              | Bachelor Degree in Hotel Management with minimum 60%.                 |
| (01 post)             |                              |                                              | Diploma/PG Diploma in Hotel Management will not be considered.         |

Desirable Qualification:
M.B.A in Hotel Management

Experience:
03 years working experience in facility management.

Preference will be given to the candidates who are having essential as well as desirable qualifications.

Job Responsibilities/Nature of Job:
1. Will be responsible for coordinating maintenance work of 13 hostels with Caretakers and Works Section
2. Up to date Knowledge of vacancy position of seat in hostels
3. Convening meeting time to time meeting with Caretakers and authorities
4. Issuing instructions for cleanliness of rooms and toilets of hostels
5. Maintaining ambience of hostels
6. Supervising Guest Houses in Hostels
7. To perform other duties as assigned by management
NOTE:

1. There may be a Written Test to shortlist the candidates and only those who will qualify the Written Test, as per the decision of Competent Authority, may be shortlisted for Interview.
2. Please note that this is a purely a temporary arrangement and appearance in the Walk-In-Written Test/Interview and selection thereafter, does not entitle for any claim what-so-ever or permanency on the regular establishment of BHM/IIT Delhi.
3. Immediate joining will be preferred.
4. No T.A/D.A will be paid for attending the Written Test/Interview.
5. The candidates who fulfil the above qualifications/experience as mentioned are required to send by post or submit formal application along with Bio-data having complete information regarding educational qualification indicating percentage of marks of each examination passed, details of work experience etc. and a recent passport size photograph along with self-attested photocopies of certificates (academic & professional) addressed to Assistant Registrar (Student Affairs Section), IIT Delhi, Hauz Khas, Delhi-110016 latest by 13.03.2019 at 5.30 p.m. The specimen of "Application Form" is also available on the Website of IIT Delhi www.iitd.ac.in (Please see column Jobs@IITDelhi, under the heading non-academic).

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(Student Affairs)