Applications are invited from Indian Citizens for **01 post of PESR Consultant** on purely contract basis for National Resource Centre for Value Education in Engineering (NRCVEE), IIT Delhi. The appointment may be made initially for a period of 01 year, renewable after every one year subject to requirement & satisfactory work performance up to 3 years as per details mentioned below:

<table>
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<th>Post</th>
<th>Consolidated Salary</th>
<th>Age Limit</th>
<th>Minimum Qualification / Experience</th>
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</thead>
</table>
| PESR Consultant       | Rs. 55,000/- to Rs. 70,000/- per month | Not exceeding 45 years as on the date of Interview. | Essential:  
  1. Graduation in any discipline.  
  2. Minimum 12 years of experience out of which at least 3 years must be in an educational organisation.  
Desirable: MBA or Equivalent |
|                       |                     |                                  | Skills Required:  
  1. Communication: Fluency in written and spoken English; capability to communicate by email/phone/in person with students, faculty, professionals.  
  2. Proficiency in use of computers for office work particularly MS Office and use of internet.  
  3. Capability to handle a wide range of tasks which will include the following:  
    (a) Managing all the three components of the course "Professional Ethics and Social Responsibility (PESR)";  
      (i) NEN100 & NEN101: Class room component in first year. Tasks will include: Scheduling of classes, organising field visits, Liaison with several people within and outside IITD, Email-management  
      (ii) NEN 201/202/203: PESR internships/PESR Workshops/PESR Projects Tasks will include: Approvals for internships through NGOs, Scheduling and conducting interviews of students after internship; identifying resource persons for workshops, scheduling and facilitating workshops, processing payments to the resource persons etc.  
      (iii) NEN300: Professional Ethics Case Studies. Tasks will include: identifying resource persons for the course and other support for classes.  
    (b) Conducting some sessions in (i) and (iii) above.  
    (c) Compiling resource material for use by faculty.  
    (d) Compilation and Analysis of feedback from all the 3 components. Preparation of reports and presentations as and when required.  
    (e) Improving the content and delivery of PESR based on the feedback. |

Date of Written Test/ Interview | Time of Reporting for Written Test/ Interview | Venue |
---------------------------------|-----------------------------------------------|-------|
29.11.2018 (Thursday)           | 10:00 a.m.                                    | Committee Room (Block- II, Room No. 265), Mechanical Engineering Deptt., IIT Delhi, New Delhi -110016 |
NOTE:
1. No candidate may be entertained if, he/she reports after the above mentioned time of reporting.
2. 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.
3. Please note that this is 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 IIT Delhi.
4. Immediate joinee will be preferred.
5. No T.A/ D.A will be paid for attending the Written Test/ Interview.
6. The candidates who fulfill the above qualifications/experience exact skill set as mentioned should report for Interview at above venue. Please bring your 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 Original and self attested photocopies of certificates (academic & professional) addressed to Assistant Registrar (Rectt. Cell), IIT Delhi. 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).

Asstt. Registrar
(Recrt. Cell)

DISTRIBUTION
1. Institute Website
2. Notice Boards of IIT Delhi
3. Prof. (Ms.) Sangeeta Kohli, PESR, Coordinator
4. Secretary to Dy. Director (Operations)
5. Secretary to Registrar