

Advertisement No.: IITD/IRD/313/2025

Applications from Indian nationals are invited for Project Appointment under the following project. Appointment shall be on contractual basis with consolidated pay, renewable yearly or upto the duration of the project, whichever is earlier. निम्नलिखित परियोजना के तहत भारतीय नागरिकों से आवेदन आमंत्रित किए जाते हैं। अपॉइंटमेंट, अनुबंधित आधार पर समेकित वेतन, नवीकरणीय वार्षिक या परियोजना की अवधि तक, जो भी पहले हो, के साथ होगा।

Title of the Project	Localising Data and Science for Climate Change Adaptation. (RP05000F)	
Funding Agency	United Nations Development Programme	
Name of the Project Investigator	Prof. Upasna Sharma, School of Public Policy [email ID: upasna@sopp.iitd.ac.in]	
Dept./Centre	School of Public Policy	
Duration of the Project	Upto: 15/07/2027	
Post (s)	Consolidated fellowship / Pay-slab	Qualifications
Sr. Project Assistant (Admin.) - (1)	Rs. 47,790 - 49,220 - 50,700 - 52,220 - 53,790 - 55,400 - 57,060 - 58,770 - 60,530 - 62,350/-p.m. + 27% HRA (Consolidated)	Graduate Degree in Arts/ Science/ Commerce or Business Management. At least 5 years' experience in the actual conduct of meetings/examinations and/or adequate experience of supervisory work at Jr. Superintendent level in a Govt. office or in educational institution or in business organization of repute. Desirable: Knowledge of Office Procedures, rules & regulations generally operative in Govt. office or in Educational Institutions including experience in handling work in connection with meetings & conferences. Working knowledge of computer. In case of Accounting/Audit/Cash: Graduate of a recognized University. Sufficient knowledge of fundamental & Supp. Rules. Account Code. G.F. Rules. Rules of Central Govt. Has passed an accounting exam such as subordinate accounts service, costing, etc.

The candidates who are interested to apply for the above post should download Form No. IRD/REC-4 from the IRD Website (<http://ird.iitd.ac.in/rec>) of IIT Delhi and submit the duly filled form with complete information regarding educational qualifications indicating percentage of marks/division, details of work experience etc. by e-mail with advertisement No. on the subject line to Prof. Upasna Sharma at email id: upasna@sopp.iitd.ac.in; sshruti.cstaff@iitd.ac.in

IIT Delhi reserves the right to fix higher criteria for short-listing of eligible candidates from those satisfying advertised qualification and requirement of the project post and their name will be displayed on web link (<http://ird.iitd.ac.in/shortlisted>) alongwith the online interview details. Only short-listed candidates will be informed for online interview. In case any clarification is required on eligibility regarding the above post, the candidate may contact to Prof. Upasna Sharma at email id: upasna@sopp.iitd.ac.in

5% relaxation of marks may be granted to the SC/ST Candidates. In case of selection of a retired/superannuated government employee, his/her salary will be fixed as per prevailing IRD norms. अनुरूपित जाति / अनुरूपित जनजाति के उमीदवारों को अंकों की 5% कूट दी जा सकती है। एक सेवानिवृत्त सरकारी कर्मचारी के चयन के मामले में उसका वेतन वर्तमान आईआरडी मानदंडों के अनुसार तय किया जाएगा। The last date for submitting the completed applications by e-mail is 07/01/2026 by 5.00 p.m.

कार्यवाहक प्रमुख, आईआरडी

वितरण

- Head of the Deptt./Centres/Units :
- Dept./Centre/Unit
- Webmaster, IRD
- Notice Boards
- Advertisement file
- Prof. Upasna Sharma, PI, School of Public Policy
- Copy to Chairperson, DRC/CRC

It is requested that the contents of the Above Advt. be brought to the notice of the staff working in your To put advertisement at IITD website.

24/12/2025