Sr. No: IBITF/Recruitment/2024-25/0722   **Date: 17/01/2025**

Advertisement: IIT Bhilai Innovation and Technology Foundation (IBITF)

Applications are invited from eligible Indian nationals for various additional positions at the IIT Bhilai Innovation and Technology Foundation (IBITF) for the implementation project of the "**Vidya Samiksha Kendra (VSK) in the State of Chhattisgarh**" initiative. The positions are purely on a temporary basis for a period of 1 (one) year and are co-terminus with the duration of the project.

The last date to submit an online application is **24th January 2024**. We will contact shortlisted candidates for interaction/interview. The date for the interview/interaction will be announced later.

1. Technical Assistant (Software Developer) - (01 Posts)

Essential Qualification	Bachelor's degree in Engineering in (CS/IT/EE or related areas) / MSc (IT/CS or related areas) / MCA. OR Diploma in Engineering of three years' duration (CS/IT/EE or related areas) with 2 years Experience.
Desirable Qualifications and Experience	• Proficiency in one or more programming languages such as Python, Java, Node Js, or Php. • Strong understanding of HTML, CSS, and JavaScript. • Experience with popular web frameworks (e.g., React, Angular). • Knowledge of database systems, including MySQL, PostgreSQL, MongoDB. • Ability to design and optimize databases. • Strong understanding of algorithms and data structures for efficient problem-solving. • Excellent problem-solving skills and the ability to think creatively. • Proficient in UI/UX design principles and tools such as Figma, Sketch, Adobe XD, Photoshop, Corel Draw. • Ability to create visually appealing and user-friendly interfaces. • Experience in creating prototypes and wireframes to visualize

	design concepts.
Roles and Responsibilities	● Write clean, efficient, and well-documented code for software applications. ● Conduct thorough testing and debugging of software to identify and fix issues. ● Work closely with cross-functional teams, including designers, testers, and product managers, to ensure successful project delivery. ● Use technical expertise to solve complex problems and optimize existing solutions. ● Stay updated on industry trends, technologies, and best practices to contribute to the continuous improvement of the development process. ● Create and maintain documentation for code, processes, and best practices. ● Interact with clients to understand project requirements and provide regular updates. ● Design visually appealing and intuitive user interfaces following UI/UX best practices. ● Stay updated on the latest UI/UX design trends, tools, and technologies. ● Document UI/UX design decisions and processes for reference and collaboration.
Emoluments(INR)	**Upto 4.5 Lakhs (per annum)**
Upper Age Limit	Maximum Age 35 years (as on date of application)

2. **Technical Support Engineer (Call Center Staff) - (01 Posts)**

Essential Qualification	Scientific/Technical/Engineering 1. Science Graduate/Diploma in Engineering of three years duration 2. Minimum 2 years of experience in the relevant area **or** Engineering Graduate/MSc/Equivalent
Desirable Qualifications and Experience	● Work closely with our web development teams to understand project requirements and technical aspects. ● Offer timely technical assistance and support throughout the project lifecycle. ● Possess a fundamental understanding of web development technologies, including HTML, CSS, JavaScript, and popular frameworks. ● Identify and troubleshoot technical issues related to web development projects. ● Clearly communicate technical information to both technical and non-technical team members. ● Maintain detailed documentation of technical issues, solutions, and best practices.
Roles and Responsibilities	● Provide technical support for project-related tools and software. ● Provide expert technical support for MS Office applications, HTML, CSS, and JavaScript-related queries. ● Collaborate with web development teams, offering technical assistance in the production of projects. ● Document support cases, and project details, and maintain a knowledge base for future reference. ● Conduct training sessions for team members and end-users on project tools and office applications. ● Contribute to project success by providing technical insights and support.
Emoluments (INR)	**Upto 2.5 Lakhs (per annum)**

Upper Age Limit	Maximum Age 32 years (as on date of application)

3. Back Office Staff / Field Worker / Scientific Administrative - (01 Posts)

Essential Qualification	● Bachelor's degree from a recognized university with at least 55% marks. ● Proficiency in typing in English/Hindi on the computer, and in the use of a variety of computer office applications such as Word, Excel, PowerPoint etc.
Desirable Qualifications and Experience	● Working Experience in a research/ science/engineering institute or unit of a reputed govt institute will be highly preferred.
Roles and Responsibilities	● Opens and routes incoming mail; distributes correspondence and other material to department staff/faculty. ● Performs a variety of routine assignments as appropriate to the position; may operate a personal computer to draft basic correspondence, enter data, and print letters, labels, reports, and/or other materials; types and mails from letters. ● Copies and/or duplicates materials as requested; may oversee the day-to-day operation of copy machine ● Establishes, maintains, processes, and/or updates files, records, and/or other documents. ● May schedule or assist in scheduling appointments, meetings, and/or conferences, as appropriate to the position. ● May order, stock, and distribute office supplies. ● May run various routine errands, as required, for the unit/department. ● Performs miscellaneous job-related duties as assigned.
Emoluments (INR)	Upto 2.5 Lakhs (per annum)
Upper Age Limit	Maximum Age 32 years (as on date of application)

General Terms and Conditions:

1. Application will be accepted through the IBITF website only at the following link: https://www.ibitf.co.in/recruit.html.

2. Shortlisted candidates will be called for an interview.

3. IBITF reserves its right to limit the number of candidates to be called for the interview/written test by applying appropriate shortlisting criteria.

4. Call Letters to the shortlisted candidates will be sent through email only.

5. No TA/DA will be payable to candidates appearing for the interview.

6. The candidates will be required to bring all certificates/testimonials, in original (Degree/Diploma certificates, Mark Sheets, Experience Certificates, Proof of age and identity for verification), along with one set of self-attested photocopies of the same for verification and records of IBITF and two recent passport size color photographs.

7. IBITF reserves its right to cancel the advertisement for any reason.

8. Canvassing in any form will be a disqualification.

9. IBITF shall not be responsible for any reason for delay or non-receipt of the application in part or full. All applications in the complete form must be submitted on or before the specified date and time. Incomplete applications or applications received after the specified date and time shall be rejected summarily.