



# Indian Institute of Technology Gandhinagar

## Faculty Recruitment - Frequently Asked Questions (FAQs)

### 1. Recruitment Process

#### Who can apply?

IIT Gandhinagar (IITGN) takes an uncompromising position when recruiting its faculty members. We are keen on recruiting those individuals who have demonstrated excellence in research and teaching, and show great promise in continuing to do so. If you feel you have the requisite credentials, capabilities, drive and commitment, you may apply to us.

#### What kinds of positions are available?

We are keen on recruiting faculty at all levels: Assistant Professor, Associate Professor and Professor. The level of employment, salary and other benefits vary depending on the level. For PhD degree holders who have less than 3 years post-PhD experience, appointments are generally made at Assistant Professor (on Contract) level.

Besides these “career” faculty positions, IITGN is keen on engaging with qualified individuals as Visiting Faculty, Guest Faculty and Scholars-in-Residence. We find that these faculties add vibrancy to our community and offer perspectives that are fresh and distinct from career faculty. We generally engage with industrialists, businessmen, noted scholars and faculty from other reputed institutions not just in India but also around the world in these capacities.

#### Is there a deadline for application?

No. We have a rolling advertisement, so you may send in your application whenever you feel you are ready to lead an independent research group and teach at the undergraduate and graduate levels.

#### How do I apply?

Individuals wishing to apply for a faculty position at IITGN must do so **online**. We no longer accept applications by email.

The webpage for submitting your application is located [here](#). First time users must register and then follow the instructions for submitting the required information. Once the information has been submitted, a PDF will be generated. Please save this PDF, print it, sign it and send the signed hard copy to:

*Professor-in-Charge, Faculty Affairs,  
Indian Institute of Technology Gandhinagar,  
Palaj, Gandhinagar,  
India- 382355*

## What information and documents are required when filling the online form?

In general, we ask for your biographical information, details of your academic qualifications including your undergraduate and graduate degrees, your work experience and publication record. We also ask about your current and future research plans, and teaching interests. In addition, we require that you attach the following:

1. Detailed Curriculum Vitae (single PDF file, 2 MB limit)
2. Scanned transcripts/grade cards for all course work beginning from your bachelor's degree (single PDF file, 10 MB limit)
3. Certificate of SC/ST/OBC/PD if applicable (single PDF file, 1 MB limit)
4. Reprints of 3 Best Publications (single PDF file, 15 MB limit)
5. A clear, JPEG image of yourself

Please ensure that all these attachments are provided to prevent any delays in processing your application.

## What happens after I apply?

After your application has been received in our online system, you will receive an automatic email acknowledging the receipt of your application and stating your application number. Please save this information and use it in your communications with us.

At our end, your application first undergoes a preliminary screening to ensure that all the required information has been made available by you. If all the necessary information is available, your application undergoes a rigorous internal review. It is important to emphasize that all the information you have provided is closely looked at when arriving at a decision about the next step.

If your application is reviewed favorably in this first stage, we may contact you about an informal video-conference call. The purpose of this call is to get to know your background, future plans and expectations better and the conversation also provides an opportunity for you to ask any questions you have about IITGN. Note that since the volume of applications that IITGN receives is very high, it is not possible to contact every single applicant individually. We therefore contact only those individuals whose application has been favorably recommended for further processing.

After the video-conference call, your application undergoes further scrutiny. If at this stage the application is recommended to be taken to the next level, we will contact you about a visit during which you will be required to deliver a research seminar, conduct a teaching session and interact with students and faculty. More detailed guidelines about what to expect during this visit can be found here. IITGN strongly prefers that candidates invited for an interview physically visit the campus as it gives the candidate a chance to observe the growth of IITGN in person and also helps IITGN evaluate the compatibility of the candidate with the institute. Only in exceptional cases does IITGN conduct formal interviews and presentations through Skype.

## What next?

After your visit, there is considerable deliberation on your application. Cases of exceptional candidates may be presented to the institute Standing Committee for an expedited decision. Note that appointments made via the Standing Committee are contractual (up to a maximum of 2 years) and all faculty members appointed by the Standing Committee must undergo an interview by a formal Selection Committee before the end of their contract so that their appointment can be regularized. The Selection Committee examines all applications. If the timing is correct, it is also possible that a faculty member be appointed directly by the Selection Committee.

## 2. General FAQs

**I am a fresh PhD; can I apply? What kind of appointment can I expect?**

Fresh PhD holders with excellent academic record, good communication skills, commitment to high quality undergraduate and post-graduate education and potential for creative research may apply. Such applicants will be considered for the position of Assistant Professor (on Contract).

**I will be defending my thesis soon (I don't have the PhD degree yet); can I still apply?**

Yes, candidates with outstanding credentials can be considered and offered faculty position conditional on successful completion of PhD.

**Does IITGN offer visiting appointments of short durations such as one semester or one year?**

Yes, IITGN encourages qualified candidates to apply for such appointments.

**I would like to spend a part of my sabbatical in India. What kinds of opportunities are available at IITGN?**

Academics planning to take a sabbatical at IITGN for a semester or a year can teach one course per semester, and contribute their expertise to the growth of the Institution in its formative stages. Reasonable remuneration/honorarium, furnished accommodation and transportation to the Institute may be provided.

**I am teaching in a NIT/University and I would like to gain experience of working as a faculty member in an IIT. Are such opportunities available at IITGN?**

IITGN welcomes faculty with excellent credentials from institutions such as NITs and other universities to be a visiting faculty with us for a semester or more.

**Are part-time faculty appointments available for deserving candidates?**

Yes, the Institute can explore flexible working arrangements with outstanding candidates who can contribute to IITGN.

**I have a PhD degree in a discipline not listed on the IITGN website. Is IITGN hiring in these areas?**

Yes, applications in disciplines other than those currently listed are welcome. More academic programs will be initiated as IITGN ramps up expansion over the next few years.

**I am not an Indian citizen. Can I still apply for a position at IITGN?**

Foreign nationals are welcome to apply for the review of faculty positions, and may be appointed for limited duration of up to 5 years.

**How long will it take IITGN to make me an offer?**

It takes anywhere between 2-4 months for the review of an application for a faculty position.

**How soon will I be expected to join after getting the offer?**

Each case is unique and may be handled differently. Acceptance or rejection of the offer, however, is expected within one month of the date the offer is made.

**Are employment opportunities available for spouses at IITGN or in the neighborhood?**

Merit of the candidate is the main consideration, and IITGN neither gives preference nor discriminates in hiring spouses. The Institute is located in an economically vibrant city and there are many opportunities for spouses in and around IITGN.

### 3. Benefits

#### How much salary can one expect at IIT GN?

As of January 2016, gross monthly emoluments including allowances work out to approximately INR 151,988, INR 136,643, INR 101,250 and INR 71,897 at the entry levels of the Professor, Associate Professor, Assistant Professor and Assistant Professor (on Contract) positions respectively. This excludes House Rent Allowance (HRA) since IITGN will provide accommodation at its campus on payment of nominal license fees.

Depending on inflation rate, the gross emoluments are revised based on new Dearness Allowance (DA) rules every six months.

#### What type of retirement benefits are available?

The new pension scheme (NPS) is applicable to all faculty members. Faculty members must contribute 10% of the total of their Basic Pay, Academic Grade Pay, and Dearness Allowance through monthly salary deductions. The Institute will make an equal, matching contribution.

#### Is there reimbursement for moving expenses?

Yes, depending on the category of recruitment (visiting versus regular, from within India versus those joining from overseas, etc), IITGN provides liberal financial support towards moving expenses.

#### Does IITGN provide an allowance for children's education?

Faculty members on appointments in a pay scale are eligible for educational allowance of up to Rs 1500/- pm per school going child (maximum two children) on submission of original receipts.

#### What is the leave/vacation entitlement of faculty members at IITGN?

A faculty member is entitled to 8 days of casual leave in a calendar year (pro-rated according to the date of joining) and 60 days of vacation leave per year, which can be taken during the period declared as Institute vacation. Unused vacation leave may be converted to "earned leave" equal to half the remaining days of vacation leave. Earned leave can be accumulated to a maximum of 300 days and cashed at the time of retirement from IITGN.

#### What are the medical benefits?

During the period of service, a faculty member and his dependents are provided medical facilities at the IITGN clinic. In case of illnesses that require hospitalization of a specialized nature (as determined by the Institute Doctor), the patient may be referred to one of the many hospitals in the city that are recognized by the Institute. The entitlement in the hospitals (i.e. the type of room or bed that can be availed) depends on the faculty member's salary. In more expensive private hospitals 80% of the cost may be reimbursed while in government hospitals and several others, 100% may be reimbursable.

#### What kind of additional benefits does IITGN provide?

Leave travel concession (LTC) is available as per Central Government rules. Faculty members are compensated for travel to their declared hometown in India, once in two years. There is also provision to travel to any location in India once in four years (in lieu of one of the hometown visits in a four year block).

#### Does the Institute provide apartments/flats to faculty? Or is there an allowance for housing included in salary/perks? What are average rental expenses?

IITGN provides excellent housing facilities to all faculties in its new campus. This housing is provided on payment of nominal license fee. House Rent Allowance is therefore generally not provided.

## 4. Professional Development

### Does IITGN have start-up/seed grants available for new faculty?

Yes, IITGN encourages new faculty to submit well-planned proposals to the Institute, and start building up their research program as soon as they join. There is theoretically no upper limit to the amount that can be requested.

### How can a faculty member develop research facilities?

Research proposals can include expenditures for research infrastructure, and can be submitted to the Institute or to external funding agencies.

### What incentives does IIT GN provide for research?

A number of initiatives, for both faculty and PhD students, are in place for encouraging and nurturing outstanding research. For example, funds raised through philanthropic gifts may be used to supplement government grants in order to provide additional remuneration to faculty. IITGN also rewards faculty who are productive in research with extra travel support through its endowment funds. This support is in addition to the government grants that provide Rs.1 lakh per year that may be utilized for travel. Excellence awards have been constituted for faculty demonstrating exceptional research, teaching, outreach and institutional service activities. Such awards include a citation along with a cash prize of up to Rs. 50,000 and additional Rs. 50,000 to support professional activity. Each PhD student is eligible to receive extra support of upto Rs 2 lakhs (over the duration of the PhD) as a professional fund that can be utilized for attending international conferences. Several other schemes to promote excellence in research are also in place.

### Is there any other funding for professional development?

A professional development fund of INR 100,000 per year is available to all faculty members. The fund can be used to pay for books, professional memberships, conference travel, etc. The fund can be accumulated up to INR 300,000. Additional funds may be available for participation in international conference and meetings.

### Does the Institute recognize faculty's exceptional achievements by way of higher salary, etc.?

Excellence awards for teaching, research, administration and outreach have been constituted.

### Can faculty take up consultancies?

IITGN encourages faculty members to take up consultancy assignments, and no limits are imposed on income through consulting; additionally, the overheads charged by the Institute are modest. However, the consultancies must be conducted through the Institute, and should not be in the faculty member's personal capacity.

## 5. IITGN and surroundings

### Where exactly is IITGN located?

We are located in the beautiful city of Gandhinagar, the capital of the state of Gujarat. Ahmedabad airport is a 20-25 minutes' drive from the Institute. The Campus is on the banks of the Sabarmati River and in the vicinity of the upcoming GIFT city.

### Is Ahmedabad well-connected for international travel? Domestic?

Ahmedabad has direct international flight connections to Doha, Dubai, Singapore, which are global hubs for other international destinations. It is very well connected by air, rail and road to other cities in India. The World Bank has recently upheld the well-constructed highways in and around Ahmedabad as model road transportation infrastructure for cities to emulate. In the pipeline is the construction of a metro subway rail link between Ahmedabad and Gandhinagar.

**What kind of industries and educational institutions are near IITGN? Is there scope for collaboration with them?**

IITGN is situated in an economically vibrant region. Gujarat is the hub of the Indian pharmaceutical and biotechnology industries. The state also contributes a large share to the national petrochemicals and chemical sector output. The automobile industry has a big presence in Gujarat. The state is also a leading investor in green energy and environmental technologies. There are also several research and educational institutions (PRL, IIMA, Institute for Plasma Research, DAIICT, PDPU, Nirma University, etc.) as well as public and private sector companies in the vicinity. IITGN encourages active collaboration and partnerships with these institutions.

**Are there good schools and day care centers conveniently located?**

IITGN has its own, excellently equipped day-care center on campus. There are also several schools in the nearby area. These schools follow the CBSE, ICSE or Gujarat State Board curriculum. Some of the schools in the vicinity of IITGN are Kendriya Vidyalaya (CBSE), DPS Gandhinagar (CBSE) and Jamnabai Narsee School in GIFT City Gandhinagar (ICSE).

**How is the cultural ambiance?**

Very good: Sapthak, a Hindustani classical music festival held during January each year features eminent artistes, and is a much-anticipated event by classical music lovers. The spectacular 10th century Sun temple at Modhera is the venue of an annual dance festival. The Darpana Academy of Performing Arts is a well-known institution co-directed by Dr. Mallika Sarabhai. There are also several good museums. In general, the Ahmedabad-Gandhinagar region offers a rich cultural experience.

**What are the nearby tourist destinations?**

The Akshardham complex built by the Swaminarayan community in Gandhinagar is located 10 minutes from campus and is a popular tourist draw. Adalaj Vav, about 30 minutes away, is a 15th century step-well with intricate carvings and sculptures and is counted as one of the architectural marvels of Gujarat. Ahmedabad city also has its fair share of tourist attractions. These include the famous Sabarmati Ashram, Jama Masjid, Sarkhej Roza, and a number of Hindu, Jain and Muslim neighborhoods. These are located 45-60minutes from the IITGN Campus.

**For any more information or clarification, please write to [faculty.recruitment@iitgn.ac.in](mailto:faculty.recruitment@iitgn.ac.in)**