



Indian Institute of Technology, Gandhinagar

Advertisement for 'Project Assistant' at the *Centre for Safety Engineering*

IIT Gandhinagar invites applications for **1 Project Assistant** position at the Centre for Safety Engineering (CSE). This Centre has been set up with the aim of promoting Inter-disciplinary Research in the area of Safety. The position being advertised will best suit candidates who have good communication skills in English language, who enjoy interacting with different stakeholders and want to be part of the Centre for Safety Engineering at the IITGN.

The work involves:

- Conducting sessions on Lab Safety
- Developing technical articles and material for safety and other related areas.
- Communicating with different stakeholders – both internal and external and including the industry.
- Managing Conferences, Workshops, Training Programs & other events, facilitating CSE activities
- Helping design and conduct training programs – both internal and external.
- Helping ongoing and future projects at the Centre and other related labs
- Preparing the project proposals, helping with design of training programs and similar activities..
- Managing routine tasks of the CSE, facilitating the CSE activities as well as other related Labs
- Conducting sessions on Lab Safety

Eligibility Criteria:

- Proven technical writing and verbal communication skills. Has developed Technical News Bulletins / articles in English Language.
- Ability to independently handle Training Programs, Conferences etc with support from colleagues.
- Work experience of 12 – 18 months in some of the above mentioned areas
- Master degree from reputed institute, preferably in Engineering or Science.
- Strong motivation to advance one's career, participating in the activities of the CSE

Preferred background/skills:

- Exposure to Disaster Management and Emergency services, Interest in Science / Engineering areas.

Compensation and term of position:

Compensation will be 18,000 - 31,000/- per month based on the education and experience (consolidated salary). Initial appointment will be for 1 year with the possibility of renewal for the 2nd year depending on performance.

How to apply:

The interested candidates are requested apply at <https://forms.gle/S9yAyf97w57kDcmG9> by May 10, 2019.

Regarding the application, if you have any problem, you can contact at safety@iitgn.ac.in