



भारतीय प्रौद्योगिकी संस्थान भिलाई

Indian Institute of Technology Bhilai

ADVERTISEMENT FOR VARIOUS NON-TEACHING POSITIONS

Vacancy Advertisement No. - IITBhilai/ESTT/Staff-Rec./2026/131 Date: 21.08.2026

Indian Institute of Technology Bhilai is an institute of national importance declared as such under the “Institutes of Technology Act, 1961” and the “Institutes of Technology (Amendment) Act, 2016” to provide for education and research in various branches of engineering, technology, science and arts. The Institute invites applications from eligible Indian Nationals for the position of “Assistant Training and Placement Officer” for engagement on a contract basis in IIT Bhilai. The appointment shall be on a purely temporary basis for three (03) years with annual performance evaluation, and further extension of tenure, if any, may be granted subject to the satisfactory performance of the selected candidate and the requirements of the Institute. The details of the post are as follows:

S. No.	Name of the Post	Vacancy	Consolidated Remuneration per month	Upper Age Limit
1.	Assistant Training and Placement Officer - ATPO (Contractual)	01	₹ 50,000-70,000/-	50

The requisite qualifications and experience are as follows:

S No.	Name of Post	Details of Essential Qualifications and Experience
1.	Assistant Training and Placement Officer (Contractual)	Essential: 1. Two-year PG degree in Management or equivalent from a recognized university after at least 3 years Bachelor's Degree in Science/Engineering/Technology from a recognized university with 55% marks or 5.5 CGPA in the qualifying degree. 2. Having 2 years of relevant experience after the qualifying degree. 3. The experience should be in one of the following areas: Campus placement in a reputed Institute/University, recruitment and placement in a corporate house/MNC, or manpower development and training Desirable: 1. Preference will be given to candidates possessing an MBA degree having relevant experience in an educational institute catering to high-quality and impactful research and a well-developed industrial academic interface. 2. Working or having working experience in IITs/IIMs/IISERs/NITs and similar Institute of National Importance. 3. Excellent communication skills, interpersonal skills and ability to get along with students and recruiters from the corporate world/MNCs and people of all levels, including faculty

		and executives of Universities/Institutes of national and international repute.
		4. Having competencies for office planning and organizing, building relationships with public and private sectors, national and State government, team management, good working knowledge and understanding of data analysis and management (e.g. strong quantitative and analytical skills, effective verbal and written communication skills as well as proficiency in English).
		5. Tech savvy with hands-on experience with good and updated knowledge of Computer applications (on emails, word processing, spreadsheets, presentations software, etc. and OS like MS-Windows) and other additional required software skills used in Office, Google applications, other enterprise services, Web applications, online promotional and social media tools.
		6. Having experience in understanding underlying scientific principles and technology with an industry and corporate relations perspective.
		7. Strong professional network.

IMPORTANT DATES:

1. For submission of application through **SAMARTH Portal - ONLINE MODE only**, please visit [Staff Recruitment - IIT BHILAI](#)
2. Opening date for online application: **25.08.2026 at 10:00 hours**
3. Last date for online application: **14.09.2026 at 17:00 hours**
4. Applicants **need not to send any hardcopy** of the applications to the institute.

GENERAL INSTRUCTIONS:

1. The applicant must be a citizen of India.
2. Interested applicants must apply **ONLY** online. Any application made offline shall not be entertained.
3. The appointment shall be on a purely temporary basis for three (03) years, and further extension of tenure, if any, may be granted subject to the satisfactory annual performance evaluation of the selected candidate and the requirements of the Institute.
4. Selected applicant will be entitled to only OPD medical facilities at the Institute Health Centre for self only.
5. The applicant will also be entitled to Leave as per Institute rules for contractual staff.
6. The appointment is not a regular employment and does not entitle any claim or privileges, or benefits of regular employment.
7. Aspiring applicants should read carefully the requisite essential qualifications, age and eligibility, experience criteria, etc. laid down in the advertisement before applying for the relevant post. Fulfilment of qualifications and experience is an essential requirement, failing which the application will be rejected.
8. The applicant should upload xerox copies of the relevant documents/certificates in support of age, educational qualifications, marks obtained, experience etc. The prescribed qualifications should have been obtained through recognized Universities/ Institutions, etc. Incomplete applications in any respect or not accompanied with the required attested certificates/documents, requisite application fee, wherever necessary, **are liable to be rejected**.

9. Applicants should furnish the required information on the Samarth portal very carefully and it will be responsibility of the applicant to ensure the information are correct. Any mismatch in the information received shall make the application liable to be rejected.
10. The applicants who are already employed under Central/State Govt./ PSU/ Autonomous Bodies will have to bring and submit a No Objection Certificate (NOC) from the concerned employer at the time of interview/ written test/ trade test etc. failing which the applicant will not be allowed to appear for interview/ written test/ trade test and the candidature for the said posts shall not be considered.
11. Applicants shall have to produce all original documents in support of qualification/experience etc. at the time of document verification.
12. The number of vacancies indicated in the notification is tentative. IIT Bhilai reserves the right to increase or decrease the number of advertised posts at the time of selection. Further, IIT Bhilai also reserves the right NOT to fill any of the post advertised or the right to withdraw the advertised post(s) at any time without giving any reason.
13. **All correspondence and updates related to the recruitment process will be published on the Institute's website. Admit Cards and other relevant communications, wherever applicable, will be sent to the email ID provided by the applicant through the Samarth Portal. Therefore, all applicants are advised to provide a valid and correct email ID while submitting their application through the Samarth Portal and to regularly visit the Institute's website for the latest updates and notifications regarding the recruitment process.**
14. The Institute may verify the antecedents or documents submitted by an applicant either at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the applicants are fake or the applicant has clandestine antecedents/background and has suppressed the said information, his services shall be liable to be terminated.
15. In case of any inadvertent error in the process of selection which is detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the applicants.
16. In case of any dispute/ ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
17. Applicants attending the Screening Tests, such as the written test, trade test, or skill test, will not be reimbursed for TA.
18. No interim enquiry or correspondence will be entertained.
19. Canvassing in any form or any attempt to influence will lead to automatic disqualification of candidature.
20. A dedicated helpline to assist the applicant during the application process. Applicant seeking clarification, guidance, or assistance related to the application process or examination/recruitment details can contact the **helpline no. +91-7587008511** or **email ID - recruitment_nta@iitbhilai.ac.in**. The helpline will be operational from 10:00 A.M. to 5:30 P.M. on working days (Monday to Friday) during the application window.




कुलसचिव | Registrar
भा.प्रौ.सं.भिलाई | IIT Bhilai