



Indian Institute of Technology Jodhpur

Office of Research and Development

Advt. No.: IITJ/R&D/2022-23/13

27 May 2022

Project Recruitment

Applications are invited from the citizen of India for filling up the following temporary position in the Sponsored Research Project at this Institute. The position is purely temporary, initially for a period of 03 Months, and extendable but co-terminus with the duration of the project, on contractual basis with consolidated pay. The requisite qualification, experience and others details are given below:

1.	Project No.	S/CWC/AKP/20210106
2.	Project Title	GPS Survey of WAQF properties updation in an online WAQF assets management system of India(WAMSI)
3.	Name of the Project Investigator	Dr. Anand K Plappally
4.	Duration for initial appointment	03 Months
5.	Name of the Post	Data Entry Operator
6.	Post	02
7.	Consolidate Pay	Rs. 10,000/-
8.	Minimum Qualification and Experience	<u>Essential Qualification:</u> 10+2 with Computer Knowledge <u>Desired Qualification:</u> Basic computer knowledge with good typing speed. Wamsi app usage expertise or earlier waqf board experience with GIS basics. Requirement of travelling across Rajasthan is mandatory for this post for more than 25% to 75%.
09.	Brief description of Project	This is a work order received from Central Waqf Council(CWC). GIS/GPS based survey of Waqf properties across Rajasthan.
10.	Job Description	Assist assistant programmer in day -to day activities such as A. WAMSI On-line system registration Module -ADD/Edit Details of Waqf Estate, Property, Management Charge, Photographs, GPS survey Data etc. pertaining to old and newly registered Waqf Estates and their properties. B. Scanning of ORE Docs of newly Registered Waqf Estates as well as newly found ORE docs of old cases.
11.	Maximum Age	30 Years

The candidates possessing the requisite qualification and experience should apply through the ONLINE process up to **10 June 2022**. The candidates are advised to send a soft copy of the application with all relevant documents to recruitment_rnd@iitj.ac.in (*Please mention the advertisement number in the subject line of the email*). *No need to send a hard copy.*

General Instructions to Applicant(s)

1.	The post(s) is purely temporary and contractual for a period of 03 Months, and extension based on satisfactory performance, but co-terminus with the duration of the project
2.	Application which is incomplete, not in prescribed format, without photograph or unsigned will be summarily rejected.
3.	Certificate in support of experience should be in proper format i.e. it should be on the organizations letter head, bear the date of issue, specific period of work, name and designation of the issuing authority along with his signature.
4.	Institute reserves the right to: a. Fix, modify or revise the eligibility conditions, age and selection criteria as per its requirements, at any time. b. Fill up the post, not to fill up the post or cancel the advertisement in whole or partly without assigning any reason. c. Place a reasonable limit on the total number of candidates to be called for the Written Test and/or Skill Test, Interview.
5.	The Institute shall verify the antecedents or documents submitted by a candidate at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents/background and has suppressed the said information, then his/her services shall be terminated.
6.	Higher initial pay may be given to exceptionally qualified/deserving candidate.
7.	No TA/DA shall be paid to the candidates for attending the interview.
8.	No correspondence will be entertained from candidates regarding interview and reasons for not being called for interview.
9.	Canvassing in any form will be a disqualification.
10.	No interim correspondence will be entertained.
11.	No need to send hard copy.

Officer In-charge
Research & Development