

Recruitment Notice No. 02/2026 Dated 23/04/2026**Recruitment of
Managers (Training, Placement and Entrepreneurship) On Contract**

Dr. SPM IIIT-Naya Raipur, established by the International Institute of Information Technology University Act, 2013 of the Government of Chhattisgarh, is a joint venture by Government of Chhattisgarh and National Thermal Power Corporation (NTPC).

The Institute invites online applications from well qualified, eligible and strongly motivated Indian nationals for post of Managers (Training, Placement and Entrepreneurship) on contract are as follows:-

Name of the Post	Manager (Training, Placement and Entrepreneurship)
Eligibility Criteria	<ul style="list-style-type: none"> • Master's degree from a reputed university, MBA preferable. • Minimum 3 years of industry experience in HR /Marketing/ Coordination or experience of handling T&P / Incubation Centre / Entrepreneurship Activities / Alumni Coordination in any technical INIs / reputed higher technical education Institution. • Excellent communication skills, PR, liaison, and relationship building. • Ability to develop sound, credible, and reciprocal relations with industry. • Ability to work with undergraduate students from various social and economic backgrounds
Roles and Responsibilities	<p>Key Roles and Responsibilities of the Managers (Training, Placement and Entrepreneurship) include, but not limited to,</p> <ul style="list-style-type: none"> • Responsible for providing overall guidance to students for their careers. • Collate information from leading companies about the skills required for various job profiles. • Systematically augment companies for campus recruitment to increase the number of placement offers to the students. • Introduce and engage with top companies in the country to open up quality career opportunities that match students' outstanding capabilities. • Profile students based on standard tests and provide guidance and training for improvement with internal faculty and consultants. • Effectively communicate with university recruiters to make them understand the institute's priorities, students' strengths, and the unique capabilities of the institute. • During placement season, work with various people involved in placements to ensure most students get appropriate jobs. • For students seeking higher education, provide guidance in the application process and coordinate with internal faculty and leading overseas universities. • Leverage social media platforms for sharing institute achievements, collecting relevant job opportunities, and networking with employers from various companies. • Evangelizing the incubation program, attracting quality start-ups for joining the program, and Coordinating due diligence & seed funding • Establish & maintain ecosystem partnerships with investors, corporates relevant to the participating start-ups and industry associations
Remuneration	A Consolidated pay in the range of 50,000 to 75,000 shall be paid. Anyway, the salary shall be decided by the selection committee.

Duration	Duration of engagement shall be initially for one year and renewable upto 3 years depending upon requirement of the Institute and performance of the candidate.
Leave	Staff engaged under this category shall be entitled for 18 days Casual Leave (CL) and 3 days Restricted Holiday (RH) in each calendar year and in case of appointment in the middle of year or in termination of service, calculation of eligibility for CL shall be made on proportional basis for full completed months. Any other leave would be Leave Without Pay (LWP).
Other Benefits	Staff shall be eligible for travelling allowance and dearness allowance as per Institute norms for attending events related to training, placement and entrepreneurship as and when required.

Instructions to the Applicants:

1. Upper Age Limit for contractual faculty is 45 years, and for Manager position it is 40 years.
2. In case of large number of candidates, written test may be conducted
3. The above-mentioned posts are purely temporary in nature for the specified duration which can be extended upto maximum period of 3 years depending upon requirement of the Institute and performance of the candidate.
4. The Institute reserves the right to fill or not to fill any of the positions.
5. All eligibility conditions / educational qualifications must be fulfilled /acquired on or before the closing date of receipt of applications.
6. Candidates are required to carefully go through the details of qualifications, experience and instructions available on the Institute website. They should satisfy themselves, before applying that they possess at least themselves, before applying that they possess at least the minimum essential qualifications, experience, etc. as laid down in the advertisement.
7. The application portal link will be made available in the institute website, and the applicants are expected to fill the online application form using the link. Applications submitted by any other mode will not be considered.
8. Incomplete / partially filled applications forms will not be considered.
9. No correspondence, by any means, will be entertained from candidates regarding conduct & result of interview, reasons for not being called for interview etc.
10. The Institute reserves the right to shortlist only the candidates whose area of specialization / research meet the requirements of the Institute.
11. The invitation to candidate for selection test / seminar doesn't convey any assurance whatsoever that he/she will be recommended or selected, or his/her conditions specified in the application will be accepted.
12. The decision of the Institute in all matters will be final and no correspondence whatsoever will be entertained from the candidate.
13. The candidate is responsible for the correctness of the information provided in the application. If it is found later that any information given in the application is incorrect / false, his / her candidature / appointment is liable to be cancelled / terminated.
14. The date and time of interview will be informed only through the Institute website / e-mail. The institute reserves its right to have suitable scrutiny criteria meeting the requirements of
15. the Institute to shortlist candidates for further recruitment process.
16. Applicants should go through the advertisement thoroughly and should fill up all the required information in the online application available at the Institute website.
17. Applicants are requested to look at website of IIIT-NR (www.iiitnr.edu.in) from time to time for any information, updates etc. Updates, if any will be published on the website only and will not be advertised in newspaper.
- 18. These are temporary post does not confer any right / claim for regularization / absorption at IIIT-NR.**

19. Important Tentative Dates:

- **Opening date for online applications :24.04.2026**
- **Closing date for online applications :04.05.2026**
- **Publishing short listed candidates :11 to 15 May 2026**

Registrar (I/c)
IIT-Naya Raipur