ಭಾರತೀಯ ತಂತ್ರ ಜ್ಞಾನ ಸಂಸ್ಥೆ ಧಾರವಾಡ
ಚಿಕ್ಕಮಲ್ಲಿಗವಾಡ, ಧಾರವಾಡ,ಕರ್ನಾಟಕ – ೫೮೦ ೦೧೧
भारतीय प्रौद्योगिकी संस्थान धारवाड, चिक्कमल्लीगवाड, धारवाड, कर्नाटक – ५८० ०११
INDIAN INSTITUTE OF TECHNOLOGY DHARWAD
CHIKKAMALLIGAWAD, DHARWAD, KARNATAKA – 580 011

Recruitment Advt. No.: IITDh/Admin/SR/48/2026-27 date 31st July 2026 [on contract]

IIT DHARWAD is an Institute of National Importance established by an Act of Parliament in 2016. The Institute is looking for bright, young staff members who can contribute significantly in placement related work of the Institute. IIT DHARWAD invites online applications from the eligible Indian Nationals for the following position on contract basis:

Sl. No.	*Name of the Post*	*Vacancies*	*Dept./Office*	*Contractual Period*	*Emoluments*
1.	Training and Placement Officer (TPO) [on contract]	01	Student Welfare [Career Development Cell]	1 Year	₹ 60,000/- to 1,20,000/- [consolidated]
2.	Placement Executive [on contract]	02			₹ 30,000/- to 50,000/- [consolidated]

Sl. No.	*Post Name, Essential qualifications, Experience, Emoluments, Contract period and age*
1.	**Training and Placement Officer (TPO) [on contract]**

A. Essential Qualification:
Master's Degree [full time] from a reputed university.
[Bachelor's degree will be considered only if the candidate is exceptionally talented with vast industry experience and network].

B. Essential Experience:
- Having at least 3 years of relevant experience as a TPO in a reputed Technical Institute with proven record is desirable or experience in Multi Industry with vast industry network.

C. Desirable Experience:
- Should have excellent communication and negotiating skills.
- Ability to build and maintain relationships with industry partners.
- Proficiency in MS Office Suite and database management.
- Ability to work independently and as a part of the team.

D. Emoluments:
₹ 60,000/- to 1,20,000/- [consolidated] based on experience and competence with yearly increment of 5% in case of extension [if any, based on performance].

E. Age limit:
Below 45 years is desirable [Age relaxation is applicable only for exceptional cases]

F. Contract period:
1 year [Extendable up to 3 years based on performance and the requirements of the Institute], which may be renewed annually subject to the satisfaction of the Competent Authority.

G. Roles and Responsibilities:
- Develop comprehensive placement strategies aligned with the objectives of each training project.
- Analyse market trends, industry demands and skill requirements to tailor placement approaches effectively.
- Establish and maintain partnerships with employers, industry associations, and government agencies to expand placement opportunities.
- Generate regular reports and analytics to track placement metrics, identify trends, and evaluate program effectiveness.
- Monitor post-placement feedback and address any issues or concerns raised by employers or participants promptly.

	▪ Willingness to travel occasionally for project-related meetings, employer visits, or recruitment events. ▪ Ability to work flexible hours, including evenings and weekends when required, especially during peak placement and internship seasons. ▪ Arranging training and skilling programs for the students to enhance their employability. ▪ Support mapping of knowledge and skills required with curriculum and work with individual faculty to ensure relevant courses cover the knowledge and skills.
2.	**Placement Executive [on contract]** **A. Essential Qualification:** Master's Degree/ Bachelor's degree from a reputed Institute/University. **B. Essential Experience:** ▪ Having at least 02 years of relevant professional experience in a corporate organization or educational Institute/University. **C. Desirable Experience:** ▪ Should have excellent communication and negotiating skills. ▪ Strong ability to build and sustain industry partnerships. ▪ Proficiency in MS office Suite and database management. ▪ Ability to work independently and as a part of the team. **D. Emoluments:** ₹ 30,000/- to 50,000/- [consolidated] based on experience and competence with yearly increment of 5% in case of extension [if any, based on performance]. **E. Age limit:** Below 35 years. **F. Contract period:** 1 year [Extendable up to 03 years based on performance and the requirements of the Institute], which may be renewed annually subject to the satisfaction of the Competent Authority. **G. Roles and Responsibilities:** ▪ Assist the CDC office in achieving the set targets for undergraduate and postgraduate placements. ▪ Prepare reports, presentations, and placement-related documentation as required. Ensure timely coordination and execution of all placements related activities. ▪ Assist students in registration, documentation and address student queries related to placements, internships, eligibility, and recruitment processes. ▪ Maintain active communication with companies regarding databases, joining formalities, logistics, and any placement/internship-related queries. ▪ Provide hospitality and logistical support to visiting company representatives during campus hiring processes, ensuring all their requirements are efficiently addressed. ▪ Maintain regular contact and effective communication with recruiting companies, training institutions, and external vendors. The candidate must be capable of independently handling conversations and correspondence with external stakeholders. ▪ Oversee and coordinate all CDC-related activities throughout the year, including pre- and post-placement and pre- and post-internship hiring processes. ▪ Ability to work flexible hours, including evenings and weekends when required, especially during peak placement and internship seasons.

A. General Instructions to the Applicants:

1.	Selected Applicant shall not have a claim on any regular position and shall not be bestowed any of the privileges like Housing, Medical Facility and Other benefits available to the regular employees of the Institute.
2.	The number of vacancies indicated in the notification is tentative. IIT DHARWAD reserves the right to

	increase or decrease the number of advertised posts at the time of selection. Further, IIT DHARWAD reserves the right NOT to fill any of the post[s] advertised.
3.	Qualification obtained has to be from recognized University/Institute. Eligibility in terms of age, qualification and experience of an applicant for the post applied shall be considered as on the last date of closing of online interface.
4.	The prescribed *Essential Qualification and Experience* indicated are a bare minimum; mere possession of same will not entitle applicants to be called for Test[s] and/or Personal Interview. Where number of applications received in response to an advertisement is large, it may not be convenient and/or possible for the Institute to conduct test[s] and/or Personal Interview for all the applicants. In such cases, the Institute may restrict the number of applicants to be called for test[s] and/or Personal Interview to a reasonable limit, on the basis of Academic Performance and/or Qualification and/or Experience higher than the minimum prescribed in the advertisement. Therefore, applicants should furnish the details of all qualifications and experience possessed in the relevant field, over and above (if any) the minimum qualifications prescribed along with documentary evidences.
5.	The Institute reserves the right to: (a) Hold Written Test and/or Skill Test and/or Personal Interview and/or any other form of test for selection, wherever circumstances so warrant. (b) Withdraw any advertised post at any time without giving any reason. Also, any consequential vacancy arising at the time of selection process may be filled up from the available applicants. Thus, the number of positions may change. (c) Offer the post at a level lower than that advertised, depending upon the qualifications, experience and performance of the applicant.
6.	Applicants should tender application fee of **₹ 200/-** (Rupees Two hundred only), including GST payable through State Bank e-collect facility. The link of the same will be available in the online application. Application fee is non-refundable. The reference number of fee payment should be provided while filling online application. No other mode of payment will be accepted and payment made in any other form stands forfeited.
7.	**Selection Procedure:** Skill Test/Interview/Any other mode as decided by the Institute (or) Selection Committee. Tentative date of the Selection Process is 24th August 2026 & 25th August 2026 for the post of Training and Placement Officer (TPO) [on contract] & Placement Executive [on contract] respectively. Applicants are required to appear for the Selection Process **in person** at IIT DHARWAD. The selected applicant is expected to join the Institute immediately.
8.	The appointment of the Selected applicants is subject to being found medically fit as per the requirements of the Institute.
9.	Applicant should upload original scanned copies of certificate[s]/document[s]/Mark sheets of all semester/years on online portal in support of their claim regarding qualification (matriculation onwards), experience, date of birth, caste, category etc. Experience Certificate should be in proper format i.e. it should be on the organization's letter head, bearing the date of issue, specific period of work, nature of duty, designation, pay drawn for each position, duly certified by the concerned issuing authority. Original certificates & self-attested copies should be produced at the time of selection process as well as while joining.
10.	Incomplete application form in any way, without the copies of all relevant certificate[s]/document[s] are liable to be summarily rejected. All the details furnished in the online application will be treated as final and no changes shall be entertained. After payment of the fee & submission of the application, a confirmation email will be sent to the respective registered email ID. Applicants are required to keep a copy of the completed application received for future reference. The responsibility of correctness in the entries in the application form lies entirely with the Applicant.
11.	No TA/DA will be paid for attending the selection process
12.	Applicants are advised to mention their correct and active email ID in the application, as all the correspondence like issuance of call letter or any other information will be communicated through email only.
13.	In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published in the Institute's Website only. Accordingly, all applicants in their own interest are advised to keep track of the Institute's Website.
14.	In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the Institute reserves the right to *modify*, *withdraw* or *cancel* any

	communication made to the Applicants.
15.	After joining the service of the Institute, the persons will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He/she may be assigned any duty within or outside the Institute depending upon the exigency of the work.
16.	The selected Applicants are expected to work six days in a week and/or as decided by the Competent Authority.
17.	The applicant[s] selected against one position mentioned above may be assigned/transferred to any other position/office/department as per the requirement of the Institute [any time during their service period] without assigning any reason from time to time.
18.	The Institute shall verify the antecedents or documents submitted by a person 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 person has clandestine antecedents or background and has suppressed the said information, then his/her services shall be terminated forthwith and legal action may be initiated against such applicants/employees.
19.	No interim correspondence whatsoever will be entertained from applicants regarding conduct and result of test[s] and reasons for not being called for test [s]/Interview.
20.	Canvassing in any form or bringing in any influence political or otherwise, will be a disqualification for the post.
21.	In case of any dispute/ambiguity that may be occur in the process of selection, the decision of the Institute shall be final. Interim corresponding will not be entertained and replied to.
22.	Any legal dispute arising out of the advertisement may be challenged in the Karnataka High Court Bench at Dharwad.
23.	For any query related to submission of online application, applicant may send email on **recruit@iitdh.ac.in**. However, enquiry/queries related to eligibility for the post/interpretation of rules will not be entertained.
24.	Applicants possessing the requisite qualification and experience are required to apply ***ONLY*** *through* ***ONLINE*** process. **The last date for submission of online application is 15th August 2026 up to 23:45 Hrs**. Online application form and detailed instructions are available on the *WEBSITE* of *Indian Institute of Technology DHARWAD [www.iitdh.ac.in]*, namely at https://www.iitdh.ac.in/announcement **Hard copy** of the online application form **is NOT required** to be sent.

Date: 31st July 2026

Sd/-
Registrar