



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR



Advertisement No.: R/10/ 2026 Dated August 19, 2026

Indian Institute of Technology Kharagpur, an Institute of Eminence and the first and largest in the chain of IITs engaged in teaching, research and development. The Institute invites online applications from the Indian Nationals for the following contractual posts at the Dr. B. C. Roy Multi - Speciality Medical Research Centre, IIT Kharagpur which offers NSDC accredited Paramedical Skill Development Training Programs through CEP.

The position is 'Full-Time' on purely temporary basis and the appointment shall be made on contract basis initially for a period of 12 (twelve months) extendable upto 02 years' subject to evaluation of performance. No further extension will be given beyond 2 years under any circumstances.

The position is purely on contract. Contract will not be extended beyond 2 years under any circumstances. Service may be terminated in mutual agreement or maximum 30 days' notice or one-month consolidated payment from either side.

The number of vacancy, qualification, experience, remuneration and age limit for the above post are as under:

SI. No.	Name of the posts	No of vacancy (UR)	Consolidated Remuneration (per month upto)
1	Trainer	01	₹ 35,000/-
2	Centre Manager	01	₹ 30,000/-

1. Trainer

- **Consolidated Remuneration:** Upto 35,000/- per month
- **Essential Qualification & Experience:** GNM/BSc Nursing
Experience: Two years of clinical experience and one year of teaching experience.
Desirable : One (1) year of experience in the Emergency Department/ Intensive Care Unit is preferred
- **Maximum age limit:** Preferably below 55 years
- **Job Responsibilities:** Overall responsibility includes teaching and training ensuring high-quality theory and practical training, conducting online internal assessments and regular evaluations of students, organize workshops, seminars, webinars, engagement program and strategy for students, assessing students learning difficulties and organizing special classes. Driving student engagement through pedagogy innovations. Any other job given by the authority.

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2. Centre Manager

- **Consolidated Remuneration:** Upto 30,000/- per month
- **Essential Qualification & Experience:** Minimum Graduate, Post-graduate is preferred.
Experience: Minimum two (2) years of experience in the relevant field is preferred.
- **Maximum age limit:** Preferably below 35 years
- **Job Responsibilities:** To act as a facilitator in the school, able to translate the school mission for better learning and practical implementation; Participation in student mobilization activities like BTL, visiting local Panchayat/ Municipality/ Schools/ colleges/ BDO office/ other institutions, etc; Handle queries from students, guardians, media, and others; Counsel prospective candidates at the time of admission; Manage the admission process – arrange students' counselling, collect documents, prepare lists, etc. Technical support; taking daily attendance of the students; keeping track of student drop outs; keeping track of student participation during the class; student engagement; Assist faculty in smooth conduct of classes; collecting feedback from the students about quality of the class teaching; Manage day-to-day administrative issues of the school under direction from appropriate authority; Support in internship and possible placement; Preparation of Monthly MIS using SFS application. Any other job given by the authority.

General Instructions

1. The Institute also reserves the right of rejecting any or all the applications without assigning any reasons thereof.
2. Degree as referred above should have been awarded by a recognized University / Institute.
3. The candidate applying for the post should ensure that they fulfilling the eligibility criteria for the post. Admission to any stage of the selection process will be purely provisional and subject to confirmation that candidate satisfies the prescribed eligibility criteria.
4. Mere eligibility will not vest any right on any candidate for being called for Written Test/ Trade Test / interview. The decision of the Institute in all matters will be final. No correspondence will be entertained from the candidates in connection with the process of selection / interview. Canvassing in any manner would entail disqualification of the candidature.
5. The Institute reserves the right to call only the requisite number of candidates for Written Test/Trade Test / Interview after shortlisting with reference to the candidate's qualification, suitability, experience, etc.
6. Candidates must check that they have filled correct details in each field before submission of the application. Application once submitted, no change/ correction/modification will be allowed under any circumstances.



7. The Institute reserves the right to evolve any screening/selection process e.g. Screening Test/Written Test/Seminar Presentation/Group Discussion/Personal Interview etc. if the number of applicant is large for a particular post.
8. Eligibility of a candidate and satisfaction of any other Short-listing criteria shall be considered as on the last date of the submission of online application is **30 days from the date of publication of advertisement.**
9. **Application Fee:** Rs. 500/- (Rupees five hundred only) should be paid through online portal (SBI Net Banking/Other Banks Net Banking/All Banks Credit Cards (Retail)/Rupay Debit Cards).
The fee(s) paid shall not be refunded under any circumstances nor can the fee(s) be held in reserve for any other application or examination or selection.
10. Candidates are advised to fill their correct and active e-mail addresses in the prescribed application form as all correspondence will be made by the Institute through e-mail only. Interview schedule will be e-mailed in due course to the candidates in their registered e-mail. Further, for any updates, please visit website [<https://www.iitkgp.ac.in/non-teaching-positions>] regularly, for subsequent amendments, if any, in the advertisement and for results.
11. Candidates possessing requisite qualification and experience are required to **apply online** [<http://www.iitkgp.ac.in> >> **Jobs >> Temporary Jobs**] on or before **30 days from the date of publication of advertisement.**
12. After successful online submission of application, a printout of the application form must be obtained. It will be required at the time of document verification/test/interview. **NO HARDCOPY OF THE APPLICATION TO BE SUBMITTED.** The short-listing will be done only based on the documents uploaded at the time of online application.
13. Any dispute with regard to the selection/recruitment process will be subject to Courts having jurisdiction over Kolkata.
14. No TA/DA will be paid for appearing in the Selection Process.
15. **NO INTERIM ENQUIRIES WILL BE ENTERTAINED.**
16. If any problem is encountered during online application, applicant may write an email to erp.nonfacrec@iitkgp.ac.in mentioning the problem encountered during the filling of online application.



Registrar
IIT Kharagpur

