



**Advt No.: IBITF/Recruitment/Outreach Consultant/2023/0221/03**

**Date: 06.11.2023**

**Advertisement for recruitment of outreach consultant for IIT Bhilai Innovation and Technology Foundation (IBITF)**

**About the IBITF -**

IIT Bhilai has established IIT Bhilai Innovation and Technology Foundation (IBITF) as the Technology Innovation Hub on Technologies for Financial Sector approved by the National Mission on Interdisciplinary Cyber-Physical Systems (NM-ICPS) coordinated by the DST, Govt. of India.

The DST will support the company for five years, after which it will generate revenue to continue its functions. Its own separate Board of Directors will govern all the activities related to the company.

IBITF is inviting applications for temporary contractual appointments for the following post for five months and extendable up to One year based on performance and requirements. Interested candidates can apply online through the IBITF website only at the following link: <https://www.ibitf.co.in/recruit.html>

The last date to submit an online application is 13th November 2023. We will contact shortlisted candidates for interaction/interview. The date for the interview/interaction will be announced later.



## 1. Outreach Consultant for IIT Bhilai Innovation and Technology Foundation(01 Posts)

Role	Outreach Consultant
Place of posting	Indian Institute of Technology Bhilai, IIT Alumni Centre Bengaluru, Bommasandra Industrial Area, Bommasandra, Karnataka 560099
Essential qualification	Bachelor's degree required; Master's degree preferred. and 2-4 years of relevant professional experience in HR, Marketing, Promotions, non-profits, communications, Outreach, public service, or other relevant fields.
Desirable qualification	<ul style="list-style-type: none"><li>• Strong networking abilities to expand the organization's client base and connect with industry professionals.</li><li>• Ability to work independently, adapt to changing priorities, and effectively handle multiple assignments simultaneously.</li><li>• Strong problem-solving and critical-thinking skills to address client issues and concerns effectively.</li></ul>
Duties and responsibilities	<ul style="list-style-type: none"><li>• Ability to translate and explain complex emerging technology ideas and projects to the general public.</li><li>• Developing and implementing public relations strategies to promote government programs and initiatives.</li><li>• Organizing community meetings, events, and workshops to promote IBITF and IIT Bhilai and their activities.</li><li>• Developing and implementing outreach activity Maintaining regular communication with various stakeholders, including other government agencies, non-governmental organizations, and businesses, to collaborate on projects and share information.</li><li>• Assist in relevant staff hiring for IBITF and IIT Bhilai stakeholders while performing miscellaneous job-related duties as assigned.</li><li>• The sole point of contact for IBITF &amp; IIT Bhilai at IIT ACB., Bengaluru.</li></ul>
Emoluments (INR)	up to 6 Lac per anum,
Duration	5 months (Extendable according up to 1 Year based on performance & Outcome)



<b>Upper Age Limit</b>	<b>Maximum Age 45 Years (as of date of application)</b>
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### General Terms and Conditions:

1. The application will be accepted through the IBITF website only at the following link:  
<https://www.ibitf.co.in/recruit.html>
2. Candidates will be called for an online interview.
3. Merely meeting a minimum qualification does not guarantee that the candidate will be called for an interview/written test. IBITF reserves its right to limit the number of candidates to be called for the interview/written test by applying appropriate shortlisting criteria.
4. Call Letters to the shortlisted candidates will be sent through email only.
5. The selected candidate will be required to produce all certificates/testimonials (Degree/Diploma certificates, Mark Sheets, Experience Certificates, Proof of age and identity for verification), along with one set of self-attested photocopies of the same for verification and records of IBITF and two recent passport size color photographs in-person at the time of joining.
6. IBITF reserves its right to cancel the advertisement for any reason.
7. Canvassing in any form will be a disqualification.
8. IBITF shall not be responsible for any reason for delay or non-receipt of the application in part or full. All applications in the complete form must be submitted on or before the specified date and time. Incomplete applications or applications received after the specified date and time shall be rejected summarily.