

IIT Guwahati Technology Innovation and Development Foundation
(A COMPANY INCORPORATED UNDER SECTION 8 OF THE COMPANIES ACT 2013)
Research Building, IIT GUWAHATI, GUWAHATI- 781039 (ASSAM)
Guwahati-781039, Assam

Application are invited for a **Walk-in interview** for the following contractual post in the IIT Guwahati Technology Innovation and Development Foundation.

Venue: 4th floor, Research Building, IIT Guwahati.

Sl No.	Project Staff Designation	Number of Vacancies	Pay Range	HRA	Medical	Duration of Appointment in months	Qualifications
1	Administrative Assistant Cum Accountant	1	Rs 28500-1350-42000	16% of Basic pay	No	89 Days	B.com+M.com with 1 Year relevant experience in accounts and purchase. Working knowledge of accounting software like Tally, Knowledge of Purchase and TDS. Candidate having experience of filling GST in Section 8 company

How to apply and selection process: Candidates must apply through a google form link given below

Link for the post of Administrative Assistant Cum Accountant: <https://forms.gle/iGHRSuBA7gDjnUc46>

The last date for applying is: 23rd May 2022.

Shortlisted candidates will be informed via email regarding the date and time of Interview.

Shortlisted candidates have to appear in the Personal Interview.


Selection will be purely based on the performance of the candidate in the interview.

Kindly Contact careers@iitgtidf.com for any queries regarding the post.

No TA/DA will be paid to the candidates for appearing in the test/interview

The candidates who are already employed under Central/State Govt./ PSU/ Autonomous Bodies/ Private Organization etc. will have to submit a No-objection Certificate (NOC) from the concerned employer in advance or at the time of interview failing which the candidate will not be allowed to appear for an interview.

Ref No: IITGTIDF/TIH/22-23/Adhoc011


Vice-Chairperson (IITG TIDF)