



Government of India, Department of Space
Indian Institute of Space Science and Technology
[Declared as Deemed to be University under Sec.3 of the UGC Act 1956]
Valiamala PO, Thiruvananthapuram -695 547, Kerala

**WALK IN INTERVIEW FOR RESIDENT ASSISTANT HOSTEL MANAGER
ON CONTRACT BASIS**

Indian Institute of Space Science and Technology (IIST) invites application for the position of **RESIDENT ASSISTANT HOSTEL MANAGER (MALE) ON CONTRACT**:

Name of Position	Qualification / Skill	No. of Positions
RESIDENT ASSISTANT HOSTEL MANAGER (MALE)	<u>Essential:-</u> 1. Graduation in any discipline. 2. Good Communication skill in English and Hindi. 3. Good working knowledge in computer. 4. Minimum one year experience in hostel management or guest house management. Ex-service persons who have served at the level of Junior Commissioned Officer (JCO) / Persons from Academic field are preferred. Upper age limit:- 60 years as on 30.01.2023 Remuneration:- Rs. 30,000/- per month consolidated.	Two
Venue for Personal discussion / Walk-in-interview	ISRO Guest House, Marappalam, Pattom PO, Thiruvananthapuram	
Reporting Date and Time	30.01.2023 (Monday) at 0900hrs	
Interested candidates are advised to download the application form from our website https://www.iist.ac.in/career/2 , duly fill-up and submit the same through e-mail: recruitment@iist.ac.in on or before 27.01.2023 as advance copy along with copy of the degree/diploma certificate and experience mentioned above. Candidates possessing advertised qualification, skill, experience etc., alone will be allowed to attend the personal discussion/Walk-in-Interview.		

General Conditions/ Instructions:

1. Only Indian Nationals need apply
2. Candidate should possess the required qualification as on the date of walk in interview.

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3. Tenure is initially for a period of One year which is extendable based on satisfactory performance, mutual agreement and need basis, purely on contract.
4. Candidates should appear for walk-in-interview in person with duly filled in Bio-data form (download the prescribed format from IIST website), original certificates proving educational qualification, age, caste, experience etc., along with any other relevant information.
5. Candidates should enclose self-attested true copies of the relevant certificate / testimonials along with the application and submit the same on the date of walk – in- interview. Applications without requisite documents will not be considered under any circumstances.
6. A 'No Objection Certificate' from the employer concerned is required in respect of those applicants who are employed under Central / State Government / Public Sector Undertakings / Autonomous Bodies.
7. Candidates wish to attend walk-in-interview are advised to make their own arrangements for their travel and stay at Thiruvananthapuram, at their cost.
8. Candidates who are selected for the position have to join IIST by the specified date.
9. Resident Assistant Hostel Manager should reside in the IIST campus hostel.
10. The Institute reserves the right to terminate the appointment at any time before completion of the tenure if it so decides.
11. The Institute reserves the right not to fill up the positions, if it so decides.
12. No interim correspondence will be entertained.
13. Canvassing in any form will be a disqualification.

Advt. No. IIST/Admn/RMT/02/2023 Dated 21.01.2023