



**Indian Institute of Technology (ISM) Dhanbad**  
Office of the Dean (Research & Development)

Sanction No and Date: CIL/CP/2024/2481 07.06.2024	<b>IIT (ISM) Project No.</b> <b>CIL(COE)/2024-25/06/TEXMiN</b>	Date: 03.06.2025
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**CoE Executive Officer position under (IMiN CoE) Project**

Applications are invited for the sponsored project. The details of the project are as follows:

<b>Position</b>	Executive Officer (EO)/ Centre Admin
<b>Number of Position (s)</b>	01 (One)
<b>Title of The Project</b>	IMiN – Centre of Excellence for Mining 4.0 at TEXMiN, IIT (ISM) Dhanbad
<b>Principal Investigator</b>	Prof. Dheeraj Kumar
<b>Tenure of Project &amp; Duration of Position</b>	<ul style="list-style-type: none"> <li>• Project duration is 5 years (may be reduced/extended as applicable).</li> <li>• The EO position is a tenure-track position to be initially appointed for one year and renewed on an annual basis based on the satisfactory performance of the candidate.</li> </ul>
<b>Job Description (in maximum of 100 words)</b>	<ul style="list-style-type: none"> <li>• Implementation of various schemes in accordance with the IMiN objectives and targets in consultation with the higher authorities.</li> <li>• Building and nurturing an innovation and start-up ecosystem.</li> <li>• Planning, monitoring, and executing overall events related to community innovations, start-up funding, boot camps, hackathons, etc.</li> <li>• Foster innovation and technological advancement in mining, beneficiation, sustainability, and deep-tech mining solutions.</li> <li>• Foster technology development and commercialization/ project implementation.</li> <li>• Foster Stakeholder Engagement &amp; Collaboration</li> <li>• Outreach, Branding &amp; Capacity Building: Organize workshops, conferences, technology showcases, and skill development programs - Promote the Centre as a national and global hub for innovation in mining and mineral technologies.</li> <li>• Policy, Compliance &amp; Governance - Ensure that the Centre operates within legal, ethical, and environmental compliance frameworks.</li> </ul> <p>Reporting and Documentation - Monitoring the activities and maintaining the performance record, and regularly updating on the IMiN activities.</p>

<b>Essential Qualification</b>	<p>1. First-class master's degree in engineering/technology from a leading institute with a good track record, with at least 5 years of experience in innovation and entrepreneurship.</p> <p style="text-align: center;"><b>OR</b></p> <p>First Class bachelor's degree in engineering/technology, preferably from a leading institute, with a minimum of 7 years of experience in innovation and entrepreneurship.</p> <p>2. Minimum of 3 years of relevant experience (preferably in a similar CoE/institute of repute/R&amp;D organizations) should be in innovation, technology development, stakeholder relationships, Start-ups, and implementation in the mining and allied sector.</p>
<b>Desirable Profile</b>	<ul style="list-style-type: none"> <li>• Prior experience in product development and deployments, preferably in the areas of Industry 4.0 applicable to Mining.</li> <li>• To manage and maintain the overall development of the centre and also monitor the progress.</li> <li>• Good understanding of the industry-Academia ecosystem</li> <li>• A successful senior-level innovative executive looking for a change to contribute to the mission of Atmanirbhar Bharat (आत्मनिर्भर भारत).</li> <li>• Effective communication, inter-disciplinary skills, managing &amp; building collaboration/partnership, organizational development, and planning.</li> <li>• Commanding respect, ability to interact comfortably with eminent and senior academicians, professionals, students, collaborators, and other stakeholders.</li> <li>• Should be willing to travel extensively.</li> </ul>
<b>Age and Relaxation (if any)</b>	Less than 50 years
<b>Fellowship</b>	Consolidated fellowship of Rs. 80k – Rs. 1.2L per month with 3-10% annual increment based on the performance.
<b>Last Date</b>	<b>17<sup>th</sup> June 2025</b>
<ul style="list-style-type: none"> <li>• Candidates are requested to apply along with a <b>recent updated CV</b> through e-mail (<b>texmin@iitism.ac.in</b>) with a <b>subject line</b>: "Application for the position of Executive Officer (EO)/ Centre Admin".</li> <li>• Shortlisted candidates will be informed of the date of the interview. Mere possession of the minimum qualification does not guarantee an invitation to the interview. Candidates will be shortlisted based on their merit and as per the requirements of the project. All candidates should make their own arrangements for their stay at Dhanbad, if required. No TA/DA will be paid to attend the interview.</li> </ul>	