



IIT Mandi iHub & HCI Foundation

A Section 8 Not for Profit Company

Technology Innovation Hub (TIH) in Human Computer Interaction (HCI)

GSTIN 02AAFCI8203B1ZA

Regd. Office: Indian Institute of Technology Mandi, VPO Kamand, Mandi, Himachal Pradesh, India – 175075

Associate positions at IIT Mandi iHub and HCI Foundation

Applications are invited for the post of Associates in the IIT Mandi iHub and HCI Foundation (iHub), situated on the Indian Institute of Technology (IIT) Mandi campus at Kamand Himachal Pradesh, India – 175075.

About iHub: IIT Mandi iHub and HCI Foundation (iHub) is a section 8 company established under the National Mission on Interdisciplinary Cyber-Physical Systems (NM-ICPS). The vision of the iHub is to make India a leader in HCI research in the world. Based on faculty strengths, industry collaborations, and ongoing projects, the iHub's focus will be on the following: technology (interface) development and evaluation, HRD & skill development, entrepreneurship, and collaborations. For more information, visit www.ihubiitmandi.in

Details: Human-computer interaction, also referred to as man-machine interaction (MMI), is a wide and multidisciplinary field that aims to improve the interactions between users and computers by making computers more usable and receptive to the users' needs. The field involves decision tasks that require a joint performance by both humans and machines. Some important aspects of HCI are user-interface design and user-interface evaluation.

Title of the post: Associate

Job profile: The Associate would assist in skill development, partnership activities, and operations. The Associate would also assist in the day-to-day operations of the iHub, including activities related to meetings, operations, and finances. Any other activity related to the IIT Mandi iHub and HCI Foundation may also be assigned.

Joining date: As soon as possible.

A number of posts: Four

Job descriptions for Post 1 - Partnership Activities

- Identification of potential partners and collaborators.
- Securing partnerships and collaborations through emails, meetings, and presentations.

Essential qualification and experience:

Bachelor's degree in Business Administration with 2 years of experience and a minimum of 60% marks (7 CGPA) **OR** Master's degree in Business Administration with 1 year of experience and a minimum of 60% marks (7 CGPA).

Desirable qualification and experience:

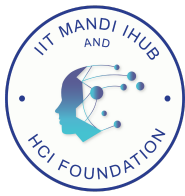
More than 2 years of experience for bachelor's degree holders and more than 1 year of experience for master's degree holders.

Salary: Up to INR 40,000

Duration: 1 year and extendible upon performance.

Workplace: IIT Mandi iHub and HCI Foundation Office, North Campus, IIT Mandi, VPO Kamand, District Mandi, Himachal Pradesh - 175075

Email: tih@iitmandi.ac.in | **Phone:** +91 1905 - 267985 | **Website:** <https://www.ihubiitmandi.in>



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Job description for Post 2 - Skill Development Activities

- Organizing various workshops, programs, and activities
- Ensure delivery of project deliverables on time and in exemplary quality
- Participate in building, structuring, and developing knowledge internally at the organization level

Essential qualification and experience:

Bachelor's degree in Technology (BTech) with 2 years of experience and a minimum of 60% marks (7 CGPA) **OR** Master's degree in Technology (MTech) with 1 year of experience and a minimum of 60% marks (7 CGPA).

Desirable qualification and experience:

More than 2 years of experience for bachelor's degree holders and more than 1 year of experience for master's degree holders.

Salary: Up to INR 40,000

Duration: 1-year and extendible upon performance.

Job description for Post 3 - Operations

- Provide feedback on company policies and procedures.
- Place inventory and supply orders as required.
- Make recommendations for business performance improvement.

Essential qualification and experience:

Bachelor's degree in Technology (BTech) with 2 years of experience and a minimum of 60% marks (7 CGPA) **OR** Master's degree in Technology (MTech) with 1 year of experience and a minimum of 60% marks (7 CGPA).

Desirable qualification and experience:

More than 2 years of experience for bachelor's degree holders and more than 1 year of experience for master's degree holders.

Salary: Up to INR 40,000

Duration: 1-year and extendible upon performance.

Job descriptions for Post 4 – Technical Vertical

- Organizing various events related to projects of iHub.
- Maintains documentation and adequate inventory of equipment, system manuals, and catalogs, and software licensing.

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Salary: Up to INR 40,000

Duration: 1 year and extendible upon performance.

Candidates meeting the qualifications and experience may submit their details and CV online via the following link for their interview:

<https://forms.gle/DqnzZrmwoGAQJMPs8> (**Deadline by 5 PM on 3rd August 2022**)

Interviews would be conducted in an online mode, where there may be multiple rounds of interviews. The date and time of the interview and the online link will be shared by email with candidates before the interviews.

The decision of the selection committee regarding the interview logistics and selection process for the post will be final. The selection committee reserves the right to fill or not fill the advertised post. For any additional clarifications/information, please contact: hr@ihubiitmandi.in

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