

# INDIAN INSTITUTE OF MANAGEMENT RAIPUR

Atal Nagar, Raipur, Chhattisgarh - 493661

(An Institute of National Importance under the Ministry of Education, Government of India)

Website: [www.iimraipur.ac.in](http://www.iimraipur.ac.in)

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## **RECRUITMENT NOTICE** **ASSISTANT ENGINEER (CIVIL)**

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**Advertisement No.:** IIMR/Admn/Rec./AE(CIVIL)/2026-27/02

**Date:** 12.04.2026

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### **1. About the Institute**

Indian Institute of Management Raipur is an Institute of National Importance established by the Government of India under the IIM Act, 2017. The Institute invites applications from eligible Indian nationals for the following post on a fixed-term contract basis.

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### **2. Post Details**

- (a) Post: Assistant Engineer (Civil)
  - (b) Number of Posts: One (01), OBC
  - (c) Classification: Group B, Non-Faculty
  - (d) Pay: Consolidated emoluments equivalent to the minimum of Pay Level 8 as per the 7th Central Pay Commission, i.e., Basic Pay of Rs. 47,600/- per month plus Dearness Allowance as applicable from time to time. In addition, the selected candidate shall be entitled to allowances such as House Rent Allowance, Children's Education Allowance, Transport Allowance and other allowances as admissible under the Institute's rules. Suitable pay protection in line with the last pay drawn may be offered to deserving candidates from the Government / Autonomous Institutes
  - (e) Nature of Appointment: Fixed Term Contract, Three (03) years, extendable subject to satisfactory performance and institutional requirements.
  - (f) Place of Posting: IIM Raipur, Atal Nagar, Raipur, Chhattisgarh.
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### **3. Essential Qualifications**

Bachelor's Degree (B.E. / B.Tech.) in Civil Engineering from a recognised University or Institute with at least 60% marks or equivalent grade.

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### **4. Experience**

- (a) Minimum five (05) years of post-qualification relevant experience in civil construction, maintenance and infrastructure management.
- (b) Experience in Centrally Funded Technical Institutions and autonomous Government educational institutions such as IIMs, IITs, NITs, IISc, AIIMS or institutions of

comparable standing under the Ministry of Education or other Ministries of the Government of India is preferred. Experience in Central / State Government organisations, CPWD, Defence establishments, Public Sector Undertakings or Autonomous Bodies will also be considered. Experience in reputed construction companies or corporate organisations at a comparable level may be considered in deserving cases.

- (c) Demonstrated experience in the following is essential:
- (i) Campus or building maintenance including identification and rectification of seepage, structural cracks, waterproofing failures, drainage deficiencies and water supply line irregularities.
  - (ii) Civil construction supervision including monitoring of contractors, quality checks, adherence to specifications and safety standards.
  - (iii) Preparation and scrutiny of estimates, Bill of Quantities, tender documents and measurement books as per CPWD norms or equivalent standards.
  - (iv) Plumbing and water supply systems including water treatment plants, sewage treatment plants and associated civil infrastructure.
- (d) Knowledge of CPWD Works Manual, CPWD Specifications, General Financial Rules (GFR-2017) and relevant statutory safety and building regulations is essential.
- (e) Experience in use of AutoCAD or similar drafting software and ability to read and interpret engineering drawings, structural drawings and services layouts is desirable.
- (f) Experience in preparation of Detailed Project Reports, project scheduling and monitoring of project progress against timelines is desirable.
- (g) Proficiency in MS Office applications, including MS Word, MS Excel, and MS PowerPoint, is essential.
- (h) Candidates from the private sector must have last drawn a Cost to Company (CTC) of not less than Rs. 50,000/- (Rupees Fifty Thousand) per month. This must be evidenced by Form 16 issued by the employer for the most recent financial year, which must be uploaded along with the online application.
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## **5. Age Limit**

- (a) Not exceeding 35 years as on the last date of receipt of applications.
  - (b) Age relaxation shall be applicable as per Government of India rules in force for SC / ST / OBC / PwD / Ex-Servicemen / EWS candidates.
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## **6. Job Responsibilities**

- (a) Carry out regular inspection of all civil infrastructure across the Phase I campus including academic blocks, hostel buildings, administrative buildings, boundary walls, roads, pathways, drainage networks and landscaping, and prepare deficiency reports with recommended corrective action.
- (b) Identify, plan and supervise rectification of civil and plumbing deficiencies including seepage, structural cracks, waterproofing failures, drainage irregularities and water supply line defects.
- (c) Supervise and monitor operation and maintenance of the Water Treatment Plant, Sewage Treatment Plant, campus water supply network, underground and overhead water tanks and associated civil infrastructure.

- (d) Supervise civil maintenance works including minor repairs, paintings, flooring, tiling, carpentry and other routine upkeep works and ensure timely completion within sanctioned estimates.
  - (e) Monitor and supervise Phase II campus construction activities including verification of contractor progress, quality of materials, adherence to approved drawings and specifications, safety compliance and measurement of completed works.
  - (f) Prepare, scrutinise and process estimates, Bill of Quantities, tender documents, work orders, running bills and final bills for civil works in accordance with CPWD norms and GFR-2017.
  - (g) Maintain as-built drawings, site measurement books, inspection records, material test certificates and all project documentation for both Phase I maintenance and Phase II construction works.
  - (h) Coordinate with the Project Management Consultant, architects, structural consultants and contractors for all matters related to Phase II campus development.
  - (i) Liaise with statutory authorities including local bodies, fire department and other agencies for civil and structural compliance, building plan approvals and occupancy certificates.
  - (j) Assist the Estate Department in identification of deficiencies, planning of capital works, preparation of annual maintenance budgets and monitoring of expenditure against sanctioned estimates.
  - (k) Coordinate with the Campus Construction Committee for all construction related matters, prepare progress reports and assist in preparation of agenda and minutes of construction related meetings.
  - (l) Any other work or task assigned by the Director or CAO from time to time.
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## 7. How to Apply

- (a) Eligible candidates shall apply online only through the IIM Raipur website: [www.iimraipur.ac.in](http://www.iimraipur.ac.in).
  - (b) Applications submitted by any other mode, including by post, email or in person, will not be entertained.
  - (c) Candidates must upload self-attested copies of all relevant documents along with the online application, including proof of professional qualification, experience certificates, date of birth proof, category certificate (if applicable), and NOC in the prescribed format attached herewith along with the online application.
  - (d) Last date for submission of online applications: **02 May 2026**
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## 8. General Terms and Conditions

- (a) The appointment is purely on a fixed term contract basis for three years. It confers no right to regularisation or permanent absorption in the Institute.
- (b) Candidates who are permanent employees of Government, Semi-Government, PSU or Autonomous Bodies must apply through proper channel. Those who are not in permanent employment must produce a No Objection Certificate from their current employer at the time of interview.

- (c) Only shortlisted candidates will be intimated and called for a personal interview or written test or skill test as applicable. No correspondence regarding application status will be entertained.
- (d) Outstation candidates called for interview will be reimbursed to and fro II-AC Class railway fare from their mailing address to the place of interview by the shortest route, on production of proof of travel. No stay will be provided by the Institute. No local travel reimbursement will be admissible.
- (e) Original certificates must be produced at the time of interview.
- (f) The appointment is subject to a medical fitness certificate issued by a Government Medical Officer at the time of joining.
- (g) The cut-off date for determination of age and experience eligibility shall be the last date of receipt of applications.
- (h) The Institute reserves the right to cancel, modify or suspend this recruitment process at any stage, including after receipt of applications or conduct of interviews, without assigning any reason whatsoever. No claim shall lie against the Institute on account of such cancellation or modification.
- (i) The Institute reserves the right to fill or not fill the post, and to relax any of the prescribed qualifications or experience in deserving cases at its discretion.
- (j) Mere fulfilment of the minimum eligibility criteria shall not confer any right on a candidate to be called for interview or to be selected.
- (k) Applications that are incomplete in any respect, including those not accompanied by requisite supporting documents, will be summarily rejected. No correspondence in this regard will be entertained.
- (l) There is no application fee for this post.
- (m) For any queries, please contact us at 0771-2474755 or email us at [staffrecruitment@iimraipur.ac.in](mailto:staffrecruitment@iimraipur.ac.in).

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*IIM Raipur is an equal opportunity employer. Candidates from SC / ST / OBC / PwD / EWS categories are encouraged to apply.*

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**Sd/-**  
**Col. Aditya Sudan (Retd.)**  
**Chief Administrative Officer**  
**IIM Raipur**

**NO OBJECTION CERTIFICATE**  
**(On Institute / Organization letter head)**

1. This is to certify that Dr. / Mr. / Mrs. / Ms. \_\_\_\_\_ is a **Bonafide employee** of this Institute / Organization with effect from \_\_\_\_\_ his / her **Employee Code** is \_\_\_\_\_.
2. At present, he / she is working as \_\_\_\_\_ in the \_\_\_\_\_ **Department / Section** in a **Temporary / Contract / Permanent** capacity in the **Scale of Pay / Pay Band / Consolidated Emoluments of Rs.** \_\_\_\_\_.
3. This Institute / Organization has **No Objection** if he / she applies for the post of \_\_\_\_\_ at **Indian Institute of Management Raipur**.
4. It is also certified that **no vigilance enquiry** is pending or being contemplated against him / her. Further, he / she will be **relieved from this Institute / Organization**, in the event of his / her selection to the said post.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Signature of the Head of the Institute / Organization:** \_\_\_\_\_

**Official Seal:** \_\_\_\_\_