



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) requires Resident Assistant Hostel Manager (Female) on contract basis for its Valiamala campus, Nedumangad, Thiruvananthapuram – 695 547.

Name of Position	Qualification / Skill	No. of Positions
Resident Assistant Hostel Manager (Female)	<ol style="list-style-type: none"><li>1. Graduation in any discipline with minimum two years experience preferably in Academic Hostel management and maintenance of infrastructure and relevant experience in day-to-day functioning of the Students' Hostel.</li><li>2. Good Communication skill in English and Hindi and knowledge in the use of computer essential.</li></ol> <p><u>Upper age limit</u> 55 years as on 22.03.2019</p> <p><u>Remuneration</u> Rs. 20,000/- per month consolidated</p>	Two
Venue for Personal discussion / Walk – in - interview	ISRO Guest House, Marappalam, Pattom PO	
Reporting Date and Time	22.03.2019 (Friday) at 0930hrs	

Interested candidates are advised to download the application form from our website [www.iist.ac.in](http://www.iist.ac.in), duly fill-up and submit the same through e-mail: [recruitment@iist.ac.in](mailto:recruitment@iist.ac.in) on or before 21.03.2019 along with copy of the degree, experience certificates etc., as advance copy. Candidates possessing advertised qualification, skill, experience etc., alone will be allowed to attend the Walk-in-interview.

Contd....2/-

**General Conditions/ Instructions:**

- Candidates should possess the required qualification as on the last date of receipt of application. Only Indian Nationals are eligible to apply.
- Tenure is initially for a period of One year which is extendable based on satisfactory performance, mutual agreement and need basis, purely on contract.
- Candidates should appear for walk-in-interview in person with duly filled in Biodata form (download the prescribed format), original certificates proving education qualification, age, caste, experience etc., along with any other relevant information.
- 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.
- The Institute reserves the right to terminate the appointment at any time before completion of the tenure if it so decides.
- Candidates who are selected for the positions have to join IIST by the specified date.
- Resident Assistant Hostel Manager should reside in the IIST campus hostel.
- Candidates are advised to refer the IIST website <https://www.iist.ac.in/career/2> for any updates.
- No interim correspondence will be entertained.
- Canvassing in any form will be a disqualification.

**Advt. No. IIST/Admn/RMT/05/2019 dated 15.03.2019**