



भारतीय प्रौद्योगिकी संस्थान रोपड़  
Indian Institute of Technology Ropar  
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<https://www.iitrpr.ac.in/sudarshan-iyengar>

DLED/2026/R&D/046  
INDIAN INSTITUTE OF TECHNOLOGY ROPAR

04.04.2026

To,  
R&D Department,  
IIT Ropar.

**Subject: Regarding the advertisement for Manpower Requirement under project MMTTP-GuruSetu on IIT Ropar Website**

Dear Sir/Madam,

I hope this message finds you well.

GuruSetu is a national-level faculty empowerment initiative of the Ministry of Education, Government of India, hosted at IIT Ropar. As part of the ongoing expansion and structured implementation of the project, we are in the process of strengthening our operational, technical, and content teams to ensure effective execution and timely delivery of program objectives.

In this regard, we have finalized recruitment advertisements for multiple positions under the GuruSetu project, including Program Architect, Instructional Designers, Software Engineers, Video Editors, Operations Executives, Operations Managers, and other supporting roles essential for the successful completion and scaling of the initiative.

We hereby request that these recruitment advertisements be published on the official IIT Ropar website at the earliest. As these roles are critical for ongoing and upcoming project activities, we further request that the advertisements remain live on the website until the respective positions are filled.

It is also clarified that all the advertised positions are purely contractual in nature and shall not confer any claim for permanency at the Institute level.

The detailed job descriptions and related documents are enclosed for your reference and necessary action. We shall be grateful for your support in facilitating the publication of these advertisements.

Thank you for your continued cooperation and support.

Best Regards,

Dr. Sudarshan Iyengar  
Principal Investigator (PI)  
MMTTP - GuruSetu



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## INDIAN INSTITUTE OF TECHNOLOGY ROPAR

### Call for Applications for Multiple Positions

#### About GuruSetu:

GuruSetu is a national-level faculty empowerment initiative of the Ministry of Education, Government of India, hosted at the Indian Institute of Technology (IIT) Ropar. Conceived as a collaborative knowledge and engagement platform, GuruSetu serves higher education faculty members across disciplines, institutions, and regions of India. The initiative is designed to function as a bridge—a *Setu*—connecting educators with knowledge resources, expert-led practices, peer communities, and opportunities for professional growth.

The name GuruSetu reflects its core philosophy: *Guru* (teacher) and *Setu* (bridge). GuruSetu exists to ensure that educators across the country, irrespective of geography or institutional context, have access to structured learning, mentorship, and collaboration. By democratizing access to expert knowledge and fostering communities of practice, GuruSetu aims to strengthen teaching quality, research engagement, and career development for faculty members nationwide.

GuruSetu addresses key challenges faced by higher education educators, including limited opportunities for peer learning, gaps in mentorship and networking, the need for exposure to innovative pedagogy and educational technologies, and barriers to sustaining research and publishing careers. Through expert sessions, community interactions, and institutional collaborations, GuruSetu supports national priorities in teacher development and contributes to improving student learning outcomes at scale.

Hosted at IIT Ropar, GuruSetu blends academic rigor with innovation and inclusivity. With a vision to reach over 15 lakh higher education faculty members across India, the initiative aspires to build a vibrant ecosystem where educators feel connected, confident, and future-ready.

#### About IIT Ropar:

The Indian Institute of Technology Ropar, located in the vibrant city of Rupnagar, Punjab, at the Satluj river bank, is a distinguished seat of learning and innovation in India. Established in 2008, it is one of the eight new IITs initiated by the Ministry of Education, Government of India, with the vision of broadening access to top-tier technical education. Over the years, IIT Ropar has emerged as a beacon of academic excellence, combining a commitment to fundamental education with a forward-looking approach to research and development.

The institute features a sprawling, state-of-the-art 525 acres lush green campus equipped with advanced laboratories, modern infrastructure, and dynamic learning spaces that cater to a wide range of disciplines, including engineering, sciences, and humanities. IIT Ropar is particularly recognized for its pioneering research in fields like artificial intelligence, environmental sustainability and agriculture, nanotechnology, biotechnology, defense & security, and renewable energy & decarbonization. Its interdisciplinary approach to solving real-world problems has earned it a reputation for delivering impactful and innovative solutions at both national and global levels.

Beyond academics, IIT Ropar actively fosters an inclusive and vibrant community for students, faculty, and researchers. The institute emphasizes skill development, critical thinking, and entrepreneurship, helping students become not just accomplished professionals but also conscientious global citizens.

*Ropar*



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### Roles:

- [Program Architect](#)
- [Senior Instructional Designer](#)
- [Instructional Designers](#)
- [Software Developers](#)
- [Operations Manager](#)
- [Operations Executives](#)
- [Content Associates](#)
- [Video Editors](#)
- [Camera Assistants/Attendants](#)



*R. Sudarshan*



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## Call for Applications for Program Architect

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** ₹20–24 Lakhs per annum (Consolidated)

**Tenure:** Initially 1 year, extendable based on performance and project continuity

**Reporting to:** Project Head

## Role Summary

The Program Architect will serve as the strategic lead and primary visionary for the Project's initiative, providing intellectual, operational, and structural direction across all functional verticals, including Pedagogy, Production, Technology, and Data. This role carries overall responsibility for conceptualizing, structuring, scaling, and sustaining the national faculty development ecosystem envisioned under the Project.

The incumbent will ensure that the project's programs are academically rigorous, nationally relevant, operationally robust, and technologically scalable. The Program Architect will function as the central integrative authority who aligns vision with execution, translates policy objectives into structured program architecture, and ensures measurable national impact.

This role demands a leader capable of combining academic depth, institutional governance understanding, and large-scale program execution experience within a government-supported initiative hosted at IIT Ropar.

## Key Responsibilities

1. Strategic Vision and National Program Leadership  
 Lead the end-to-end strategic planning, structuring, and phased execution of the GuruSetu national faculty development initiative. Define long-term program architecture, growth roadmap, scaling frameworks, and sustainability strategies aligned with Ministry of Education priorities.
2. Oversight of Functional Verticals  
 Provide strategic oversight across all GuruSetu verticals, including Pedagogy, Content Production, Technology Infrastructure, and Data & Impact Analytics. Ensure coherence between verticals and maintain strong alignment with national educational standards, NEP priorities, and institutional expectations.
3. Pedagogical Governance and Quality Frameworks



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Design, implement, and continuously refine Quality Control (QC) frameworks and Standard Operating Procedures (SOPs) for academic content, speaker engagement, production standards, and program delivery. Establish benchmarks for academic rigor, accessibility, inclusivity, and impact measurement.

#### 4. Institutional and Policy Alignment

Ensure that all GuruSetu initiatives adhere to IIT Ropar governance norms and Ministry of Education guidelines. Translate national policy priorities into structured programmatic interventions and maintain academic credibility at scale.

#### 5. Monitoring, Evaluation, and Impact Assessment

Develop structured monitoring mechanisms and evaluation frameworks to assess program quality, reach, engagement, and long-term impact. Oversee preparation of periodic progress reports, strategic reviews, and impact assessment documents for submission to the Project Head and National Committee.

#### 6. Risk Management and Strategic Decision-Making

Identify operational, academic, technological, and reputational risks. Develop mitigation strategies and guide decision-making at critical program junctures to ensure continuity and credibility of the initiative.

#### 7. Leadership and Capacity Building

Mentor vertical leads and senior team members. Build internal leadership capacity and institutional memory to ensure long-term sustainability of the initiative beyond immediate project cycles.

#### 8. External Representation and Thought Leadership

Represent GuruSetu in academic forums, institutional collaborations, and national-level discussions where required. Contribute to positioning GuruSetu as a benchmark national faculty development model.

## Candidate Profile

### Educational Qualifications and Skills:

Candidates should possess a PhD or Master's degree in Education or a closely related field. Substantial experience in academic leadership, curriculum design, faculty development initiatives, or large-scale program management is required. Experience working with national-level educational initiatives or government-supported projects will be highly desirable.



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### Key Competencies:

The candidate must demonstrate strategic thinking, strong academic grounding, systems-level planning capability, and the ability to manage complexity across multiple functional domains. Proven experience in leading interdisciplinary teams, building governance structures, and ensuring institutional compliance is essential.

### Added Advantage:

Prior experience in national policy-aligned initiatives, digital education platforms, large-scale education initiatives, curriculum design and content ecosystems, or faculty development programs will be considered a strong advantage.

### Performance and Growth

Performance will be evaluated based on strategic clarity, quality of program architecture, vertical alignment, operational stability, measurable national impact, and institutional credibility. The role offers the opportunity to shape and scale one of India's largest faculty development ecosystems and contribute meaningfully to national education transformation.

### Application Process

Submit your application through the designated form. [Click Here](#)

**Deadline:** Applications will be reviewed on a rolling basis until the position is filled



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## Call for Applications for Senior Instructional Designer (Pedagogy Lead)

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** ₹14-18 Lakhs per annum (Consolidated)

**Tenure:** Initially 1 year, extendable based on performance and project continuity

**Reporting to:** Program Architect

## Role Summary

The Senior Instructional Designer (Pedagogy Lead) will be responsible for leading the design, development, and continuous refinement of GuruSetu's training curriculum across the thematic pillars. This role will provide pedagogical leadership across online and blended learning modules, ensuring academic rigor, accessibility, and alignment with national educational priorities.

The role requires expertise in curriculum architecture, instructional design methodologies, learning science principles, and digital education frameworks. The Pedagogy Lead will work closely with subject matter experts, content teams, and production units to ensure that all instructional materials meet high academic standards while remaining practical and implementable for higher education faculty across India.

## Key Responsibilities

### 1. Pedagogical Framework Architecture

Design and architect the overarching pedagogical framework for GuruSetu's online and blended learning modules. Define learning outcomes, competency mappings, instructional sequences, assessment strategies, and engagement models aligned with adult learning principles and national standards.

### 2. Curriculum Design and Content Structuring

Develop structured curriculum blueprints, module outlines, learning pathways, and instructional scaffolds for AI literacy and teacher development programs. Ensure content progression from foundational to advanced levels with clarity and coherence.

### 3. Translation of Technical Concepts for Educators

Collaborate with subject matter experts to translate complex AI concepts, tools, and



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methodologies into educator-friendly formats. Ensure clarity, contextualization, and classroom applicability of technical content for diverse higher education audiences.

#### 4. Supervision and Quality Assurance of Instructional Materials

Lead and supervise Content Associates and instructional teams to maintain high academic and pedagogical standards. Establish quality benchmarks for learning materials including scripts, session outlines, readings, assignments, and assessment tools.

#### 5. Curriculum Review and Continuous Improvement

Conduct periodic reviews of curriculum effectiveness based on pilot cohort feedback, engagement analytics, and learning outcomes data. Recommend revisions and enhancements to improve clarity, applicability, and learner impact.

#### 6. Assessment and Evaluation Strategy Development

Design formative and summative assessment strategies that measure educator learning, application, and pedagogical transformation. Ensure assessments are aligned with defined competencies and learning objectives.

#### 7. Alignment with National and Institutional Priorities

Ensure that all curriculum components align with Ministry of Education priorities, National Education Policy (NEP) directions, and broader teacher capacity-building goals.

#### 8. Documentation and Pedagogical SOP Development

Develop and maintain pedagogical Standard Operating Procedures (SOPs), curriculum documentation, instructional guidelines, and design templates to ensure scalability and consistency across modules.

## Candidate Profile

### Educational Qualifications and Skills:

Candidates should possess a PhD or Master's degree in Education or a closely related field and substantial experience in curriculum design, faculty development initiatives, or large-scale program management is required. Experience working with national-level educational initiatives or government-supported projects will be highly desirable.



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### Key Competencies:

The candidate must demonstrate strong expertise in instructional design methodologies, adult learning theory, blended learning models, and curriculum structuring. The ability to collaborate across interdisciplinary teams and translate technical content into accessible learning experiences is essential.

### Performance and Growth

Performance will be evaluated based on curriculum quality, pedagogical coherence, learner engagement outcomes, and the scalability of instructional frameworks. The role offers opportunities to shape national AI literacy standards for educators and contribute to large-scale teacher transformation initiatives under GuruSetu.

### Application Process

Submit your application through the designated form. [Click Here](#)

**Deadline:** Applications will be reviewed on a rolling basis until the position is filled



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## Call for Applications for Instructional Designer

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** ₹10-12 Lakhs per annum (Consolidated)

**Tenure:** Initially 1 year, extendable based on performance and project continuity

**Reporting to:** Senior Instructional Designer

## Role Summary

The Instructional Designer will be responsible for the end-to-end coordination, development, and production management of instructional assets under the GuruSetu initiative. This role will ensure that curriculum components designed by the Pedagogy Lead are translated into high-quality, structured, and implementation-ready learning materials.

The incumbent will serve as the operational bridge between curriculum design, content production, and multimedia teams. The role requires strong organizational skills, attention to detail, and a clear understanding of instructional alignment principles to ensure that all educational assets are coherent, outcome-driven, and pedagogically sound.

## Key Responsibilities

### 1. Instructional Asset Production and Coordination

Coordinate the day-to-day production of lesson plans, facilitator guides, assessments, case materials, multimedia scripts, and supplementary learning resources. Ensure timely completion of deliverables in alignment with the defined production calendar.

### 2. Learning Objective Mapping and Alignment

Ensure that all instructional materials are accurately mapped to defined program learning outcomes, competency frameworks, and module objectives. Maintain structured documentation that tracks alignment across lessons, assessments, and multimedia components.

### 3. Collaboration with Multimedia and Production Teams

Liaise closely with the Video Editing and Production teams to ensure that visual assets, graphics, subtitles, animations, and instructional media elements align with the pedagogical design and learning intent of each module.



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#### 4. Content Quality and Consistency Checks

Conduct systematic quality checks to ensure clarity, coherence, formatting consistency, and adherence to established instructional design templates and SOPs. Support revisions based on feedback from the Senior Instructional Designer.

#### 5. Version Control and Documentation Management

Maintain organized documentation systems for scripts, lesson plans, assessment drafts, and revised materials. Ensure version control and structured digital filing to support scalability and audit readiness.

#### 6. Support for Pilot Implementation and Feedback Integration

Assist in gathering and organizing feedback from pilot cohorts or internal reviews. Support iterative refinement of instructional assets based on pedagogical guidance and learner feedback.

### Candidate Profile

#### Educational Qualifications and Skills:

Candidates should possess a postgraduate degree or pursuing a doctorate in Education, Instructional Design, Educational Technology, or a related field. A minimum of 2–4 years of relevant experience in curriculum development, instructional design, or academic content coordination is preferred.

#### Key Competencies:

The candidate should demonstrate strong organizational ability, attention to instructional alignment, and familiarity with learning objective mapping. Clear communication skills and the ability to coordinate across multidisciplinary teams are essential.

#### Added Advantage:

Experience in digital learning environments, multimedia-based instruction, AI literacy programs, or faculty development initiatives will be considered an advantage. Familiarity with instructional design frameworks and content management tools is desirable.



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## Performance and Growth

Performance will be evaluated based on timely delivery of instructional assets, alignment accuracy with learning objectives, quality consistency, and collaboration effectiveness with pedagogy and production teams. The role offers opportunities for growth into senior instructional design or curriculum leadership positions within GuruSetu.

## Application Process

Submit your application through the designated form. [Click Here](#)

**Deadline:** Applications will be reviewed on a rolling basis until the position is filled





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## Call for Applications for Software Developer

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** ₹10-12 Lakhs per annum (Consolidated)

**Tenure:** Initially 1 year, extendable based on performance and project continuity

**Reporting to:** Program Architect

## Role Summary

The Software Developer will play a critical role in designing, developing, and maintaining scalable, cloud-native digital platforms that power GuruSetu's national faculty engagement ecosystem. The role involves full-stack development, platform engineering, mobile application development, and integration of AI-driven features to enhance learning, collaboration, and personalization for users.

The position requires working on large-scale systems that support content delivery, community interactions, faculty engagement workflows, and data-driven insights. The candidate will collaborate closely with academic, product, and program teams to translate platform requirements into robust, user-centric, and scalable solutions in a mission-driven institutional environment.

## Key Responsibilities

### 1. Software System Design and Development

Design and implement scalable platform architectures, develop full-stack web applications, and ensure high performance, reliability, and security of systems supporting large user bases.

### 2. AI-Driven Platform Features

Develop and integrate AI/ML-powered features such as personalized content recommendations, intelligent search, conversational assistants, and analytics tools to enhance faculty engagement and learning experiences.

### 3. Cloud-Native Deployment and DevOps

Develop and deploy applications on cloud platforms (preferably GCP), leveraging containerization, CI/CD pipelines, and modern DevOps practices for scalable and maintainable systems.

### 4. Platform and Infrastructure Management

Ensure efficient management of backend services, databases, and infrastructure supporting high concurrency and real-time interactions across the GuruSetu platform.

### 5. Mobile Application Development



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Design and develop mobile applications (preferably using Flutter) to extend GuruSetu's reach and accessibility for faculty members across diverse geographies.

#### 6. Data Handling and Automation

Work with large-scale user and content datasets, build data pipelines, automation tools, and analytics workflows to support platform intelligence and decision-making.

#### 7. Cross-functional Collaboration

Collaborate with faculty, program teams, designers, and external partners to continuously improve platform features, user experience, and system capabilities.

### Candidate Profile

#### Educational Qualifications and Skills:

The candidate should possess a Bachelor's degree or Diploma in Engineering, Computer Science, or a related discipline, with a strong academic record (minimum CGPA of 9.0 or equivalent).

The candidate should have 1 to 4 years of experience in building scalable software systems, full-stack development, and cloud-native platforms.

#### Key Competencies:

The candidate should demonstrate strong analytical thinking and problem-solving skills, along with a solid understanding of system design and distributed architectures.

Proficiency in full-stack development (preferably MERN stack), cloud platforms (GCP preferred), and modern development practices is essential.

Experience in integrating AI/ML features, building user-centric platforms, and handling large-scale systems will be highly valuable. Strong communication and collaboration skills are required to work effectively in a multidisciplinary environment.

#### Added Advantage:

Experience in building EdTech platforms, community platforms, or large-scale user engagement systems will be considered an advantage.

Familiarity with AI-driven recommendation systems, NLP-based tools, or conversational interfaces is desirable.



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Experience with GCP services such as GKE, Cloud Run, BigQuery, and Cloud Storage will strengthen the candidate's profile.

Exposure to Agile workflows, sprint planning, and tools like Zoho Projects is also beneficial.

### Performance and Growth

Performance will be reviewed periodically based on system reliability, feature delivery, platform scalability, documentation quality, and contribution to overall program impact.

The role offers opportunities to grow into senior engineering, platform leadership, or product-driven roles within the GuruSetu initiative.

### Application Process

Submit your application through the designated form. [Click Here](#)

**Deadline:** Applications will be reviewed on a rolling basis until the position is filled



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## Call for Applications for Operations Manager

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** 10 to 12 LPA (Consolidated)

**Tenure:** Initially 1 year, extendable based on performance and project continuity

**Reporting to:** Program Architect

## Role Summary

The Operations Manager will be the backbone of the project's day-to-day functioning, ensuring smooth coordination between content teams, technical staff, and institutional partners. This role requires both strategic oversight and operational efficiency.

## Key Responsibilities

- Operational and Administrative Support:**  
Handle day-to-day operational and administrative activities, including official correspondence, scheduling meetings, preparing agendas, recording minutes, and tracking follow-ups and action items.
- Multi-level Operations Management:**  
Support operations at different levels of office operations, project operations, and program-level coordination. Assist in planning, execution, monitoring, and closure of operational tasks across teams.
- Project Coordination and Support:**  
Provide operational support to multiple ongoing projects. Coordinate with internal teams, faculty, interns, mentors, and external stakeholders. Track project tasks, milestones, timelines, and deliverables.
- Documentation and Record Management:**  
Create, organize, and maintain structured documentation such as reports, SOPs, trackers, meeting notes, and official records. Ensure proper version control and systematic digital filing.
- Bookkeeping and Operational Tracking:**  
Maintain basic bookkeeping records related to operations and projects, including expense tracking, invoices, payments, and reimbursements. Coordinate with finance/accounts teams as required.
- Process Improvement and Tool Adoption:**  
Learn and adopt project management and operations tools to support task tracking, documentation, and coordination. Proactively suggest and support improvements in workflows and operational clarity.



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## Candidate Profile

### Educational Qualifications and Skills:

Candidates should possess a basic Undergraduate or Post-Graduate (UG/PG) degree in any discipline. Prior experience in secretarial, administrative, operations, or project support roles with strong organizational and communication skills is essential.

### Key Competencies:

The candidate should have strong written and verbal communication skills, excellent organizational and coordination abilities, and the capability to manage multiple operational tasks and priorities simultaneously. Familiarity with project management and operations tools is preferred but not mandatory. A willingness to learn new tools and techniques to improve efficiency is essential.

### Added Advantage:

The nature of the role involves handling operations at different levels, and while familiarity with software tools for operations is preferred, it is not mandatory. Experience using Zoho Projects, along with familiarity in sprint planning, sprint tracking, and basic sprint management, will be considered an added advantage. Exposure to structured or Agile project workflows is also desirable.

### Performance and Growth

Performance will be reviewed periodically based on operational efficiency, documentation quality, project coordination effectiveness, and adherence to timelines. The role offers scope for growth into higher operational or program coordination responsibilities.

### Application Process

Submit your application through the designated form. [Click Here](#)

**Deadline:** Applications will be reviewed on a rolling basis until the position is filled



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## Call for Applications for Operations Executives

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** 4 to 6 LPA (Consolidated)

**Tenure:** Initial appointment for 1 year, extendable based on performance

**Reporting to:** Operations Manager

## Role Summary

The Operations Executive will play a key role in ensuring the smooth functioning of operations across multiple levels, including administrative, project, and program operations. The position involves operational coordination, documentation management, basic bookkeeping, and support to teams and stakeholders involved in various ongoing activities.

This role is suited for a highly organized individual with strong communication skills and an interest in learning and using project management and operational tools to improve efficiency in a dynamic institutional environment.

## Key Responsibilities

- Operational and Administrative Support:**  
Handle day-to-day operational and administrative activities, including official correspondence, scheduling meetings, preparing agendas, recording minutes, and tracking follow-ups and action items.
- Multi-level Operations Management:**  
Support operations at different levels of office operations, project operations, and program-level coordination. Assist in planning, execution, monitoring, and closure of operational tasks across teams.
- Project Coordination and Support:**  
Provide operational support to multiple ongoing projects. Coordinate with internal teams, faculty, interns, mentors, and external stakeholders. Track project tasks, milestones, timelines, and deliverables.
- Documentation and Record Management:**  
Create, organize, and maintain structured documentation such as reports, SOPs, trackers, meeting notes, and official records. Ensure proper version control and systematic digital filing.
- Bookkeeping and Operational Tracking:**  
Maintain basic bookkeeping records related to operations and projects, including expense tracking, invoices, payments, and reimbursements. Coordinate with finance/accounts teams as required.



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## 6. Process Improvement and Tool Adoption:

Learn and adopt project management and operations tools to support task tracking, documentation, and coordination. Proactively suggest and support improvements in workflows and operational clarity.

### Candidate Profile

#### Educational Qualifications and Skills:

Candidates should possess an Undergraduate or Post-Graduate degree in any discipline. Prior experience in secretarial, administrative, operations, or project support roles is preferred; however, fresh graduates with strong organizational and communication skills are also encouraged to apply.

#### Key Competencies:

The candidate should have strong written and verbal communication skills, excellent organizational and coordination abilities, and the capability to manage multiple operational tasks and priorities simultaneously. Familiarity with project management and operations tools is preferred but not mandatory. A willingness to learn new tools and techniques to improve efficiency is essential.

#### Added Advantage:

The nature of the role involves handling operations at different levels, and while familiarity with software tools for operations is preferred, it is not mandatory. Experience using Zoho Projects, along with familiarity in sprint planning, sprint tracking, and basic sprint management, will be considered an added advantage. Exposure to structured or Agile project workflows is also desirable.

#### Performance and Growth

Performance will be reviewed periodically based on operational efficiency, documentation quality, project coordination effectiveness, and adherence to timelines. The role offers scope for growth into higher operational or program coordination responsibilities.

#### Application Process

Submit your application through the designated form. [Click Here](#)

**Deadline:** Applications will be reviewed on a rolling basis until the position is filled



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## Call for Applications for Content Associates

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** ₹4-6 Lakhs per annum (Consolidated)

**Tenure:** Initially 1 year, extendable based on performance and project continuity

**Reporting to:** Instructional Designer

## Role Summary

The Content Associate will play a key role in building, managing, and optimizing GuruSetu's knowledge ecosystem by curating high-quality, relevant, and impactful content for faculty engagement. The role involves content repository management, thematic content planning, research on emerging trends, and identifying and onboarding expert contributors and speakers.

The position requires a strong blend of research, content strategy, and operational execution to ensure that GuruSetu delivers meaningful and timely knowledge resources to educators across the country. The candidate will work closely with program leads and stakeholders to continuously enhance the relevance, reach, and engagement of the platform's content offerings.

## Key Responsibilities

### Content Repository Development and Management

Build, organize, and maintain a structured repository of GuruSetu content, including talks, sessions, knowledge resources, and learning materials. Ensure proper tagging, categorization, and accessibility of content for users.

### Thematic Content Planning and Gap Identification

Continuously map content across defined thematic pillars and identify gaps in coverage. Develop strategies to address these gaps through new content creation, expert sessions, and collaborations.

### Research and Trend Analysis

Conduct ongoing research on emerging trends in higher education, pedagogy, academic research, and technology-enabled learning. Translate insights into actionable content themes and session ideas aligned with GuruSetu's objectives.

### Speaker Identification and Outreach

Identify potential speakers, experts, and contributors across academia and industry. Conduct structured



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outreach, coordinate interactions, and support onboarding of speakers for sessions and content initiatives.

### **Content Engagement and Analytics Tracking**

Track user engagement, participation metrics, and feedback across content formats. Analyze performance trends and generate insights to improve content quality, relevance, and reach.

### **Content Coordination and Execution**

Work closely with internal teams to plan and execute content calendars, session schedules, and thematic series. Ensure timely delivery and consistency in content quality and messaging.

### **Cross-functional Collaboration**

Collaborate with program leads, academic stakeholders, and technical teams to align content strategy with platform goals and user needs. Support continuous improvement of content processes and workflows.

## **Candidate Profile**

### **Educational Qualifications and Skills:**

The candidate should possess an Undergraduate or Post-Graduate degree in any discipline, preferably in humanities, education, management, or related fields, with a strong academic record.

Candidates with 1 to 2 years of experience in content development, research, edtech, program management, or similar roles will be preferred.

### **Key Competencies:**

The candidate should demonstrate strong research and analytical skills, along with the ability to synthesize information into structured content strategies.

Excellent written and verbal communication skills are essential, along with the ability to engage with academic and professional stakeholders.

The candidate should be highly organized, detail-oriented, and capable of managing multiple content streams and timelines simultaneously.

Familiarity with digital content platforms, analytics tools, and basic data tracking will be beneficial.

### **Added Advantage:**

Experience in edtech platforms, academic programs, or knowledge platforms will be an advantage.



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Exposure to higher education ecosystems, faculty development initiatives, or research communities is desirable.

Familiarity with content management systems, community platforms, or tools like Zoho Projects will be beneficial.

### Performance and Growth

Performance will be evaluated based on content quality, repository development, engagement metrics, effectiveness of speaker onboarding, and contribution to overall program impact.

The role offers opportunities to grow into content strategy, program management, or ecosystem-building roles within GuruSetu.

### Application Process

Submit your application through the designated form. [Click Here](#)

**Deadline:** Applications will be reviewed on a rolling basis until the position is filled



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## Call for Applications for Video Editors

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** 6 to 10 LPA (Consolidated)

**Tenure:** Initial appointment for 1 year, extendable based on performance

**Reporting to:** Senior Instructional Designer/Program Architect

## Role Summary

As a Video Editor, you will be part of the post-production team and perform creative shaping of educational video content as per the project requirements. Your work will transform raw recordings of experts, faculty, and innovators into engaging, learner-friendly sessions that inspire teachers across India. This role combines storytelling, design sensibility, and leadership to ensure the project's videos are not only informative but also impactful and widely accessible.

## Key Responsibilities

1. Content Editing & Storytelling: Transform expert lectures and panel discussions into engaging educational content with clear narrative flow.
2. Creative Direction: Work with videographers, instructional designers, and faculty to ensure high-quality delivery.
3. Innovation: Experiment with subtitles, regional languages, graphics, and AI-assisted editing to improve reach and accessibility.
4. Analytics & Feedback: Incorporate audience feedback and performance metrics to continuously refine content.

## Candidate Profile

### Educational Qualifications and Skills:

1. Graduate/Postgraduate in any domain. Film Editing, Mass Communication, Multimedia, or related fields preferable.
2. Strong portfolio of edited educational, social impact, or documentary-style content.
3. Expertise in Adobe Premiere Pro, After Effects, Final Cut Pro; familiarity with AI tools for media a plus.
4. Minimum 1-4 years' professional editing experience.
5. Strong sense of educational storytelling and teacher-centric communication.
6. Ability to mentor, manage timelines, and align creative work with institutional goals.



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### Added Advantage:

The nature of the role involves handling operations at different levels, and while familiarity with software tools for operations is preferred, it is not mandatory. Experience using Zoho Projects, along with familiarity in sprint planning, sprint tracking, and basic sprint management, will be considered an added advantage. Exposure to structured or Agile project workflows is also desirable.

### Performance and Growth

Performance will be reviewed periodically based on operational efficiency, documentation quality, project coordination effectiveness, and adherence to timelines. The role offers scope for growth into higher operational or program coordination responsibilities.

### Application Process

Submit your application through the designated form. [Click Here](#)

Please note that the selection process includes short, unpaid, task-based editing assignments to assess video editing quality.

**Deadline:** Applications will be reviewed on a rolling basis until the position is filled



भारतीय प्रौद्योगिकी संस्थान रोपर  
 Indian Institute of Technology Ropar  
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डॉ. सुदर्शन अय्यंगार, एसोसिएट प्रोफेसर  
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 Room No. 213, S. Ramanujan Block  
<https://www.iitrpr.ac.in/sudarshan-iyengar>

## Call for Applications for Camera Assistants/Attendants

**Location:** IIT Ropar

**Type:** Full-Time | Contractual | Renewable based on performance

**Compensation:** 2 to 3 LPA (Consolidated) (based on experience)

**Tenure:** Initial appointment for 1 year, extendable based on performance

**Reporting to:** Instructional Designer/Operations Manager

## Role Summary

The Camera Assistant/Attendant will support the team in all aspects of filming. This is a hands-on role for someone eager to grow in professional media production while ensuring smooth execution of the Project's recordings.

## Key Responsibilities

1. Assist with setup of cameras, lighting, and sound equipment.
2. Manage cables, batteries, and storage devices.
3. Ensure technical readiness before and during shoots.
4. Maintain and organize production equipment.
5. Support post-shoot data management.

## Candidate Profile

### Desired Skillset:

1. Basic knowledge of camera operation and lighting.
2. 1+ year of relevant production support experience preferred.
3. As the role might include travel to various locations when shooting content, driving skills (2 and 4-wheeler) are desirable.
4. Enthusiastic learner with attention to detail.

### Added Advantage:

Experience in Camera Maintenance and assistance. Video and content Stock maintenance.

## Performance and Growth

Performance will be reviewed periodically based on operational efficiency, documentation quality, project coordination effectiveness, and adherence to timelines. The role offers scope for growth into higher operational or program coordination responsibilities.

## Application Process



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Submit your application through the designated form. [Click Here](#)

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