



IIT Ropar – Technology and
Innovation Foundation for
the Agriculture and Water
Technology Development Hub
(AWaDH)
CIN: U80100PB2020NPL051623

A Technology Innovation Hub established by the
Department of Science & Technology (DST),
Government of India, in the framework of National
Mission on Interdisciplinary Cyber Physical Systems
(NM – ICPS)

Address: Room No. 316/317, 3rd Floor M.Visvesvaraya
Indian Institute of Technology Ropar-140001

E-mail: awadh@iitrpr.ac.in

About AWaDH: The Agriculture & Water Technology Development Hub (AWaDH) at IIT Ropar is an initiative by the Department of Science & Technology, Government of India, focusing on providing technological solutions to agricultural and water-related issues through Cyber-Physical Systems (CPS).

Location: IIT Ropar, Punjab, India

Number of Positions: Up to 2

Link to apply: https://bit.ly/AWaDH_EA

Last Day to Apply: 04.03.2025

1. Web Developer

Job Summary: The Web Developer will design, develop, and maintain web applications and websites that support AWaDH's mission. This role involves collaborating with cross-functional teams to create user-friendly and responsive digital platforms.

Key Responsibilities:

- Develop and maintain front-end and back-end components of web applications.
- Collaborate with designers and content creators to implement website layouts and features.
- Ensure website performance, security, and scalability.
- Perform routine site audits and ongoing maintenance.
- Stay updated with emerging web technologies and best practices.

Qualifications:

- Bachelor's degree in Computer Science, Information Technology, or a related field.
- Proven experience as a Web Developer or similar role.
- Proficiency in HTML, CSS, JavaScript, and related web technologies.
- Experience with back-end frameworks and database management.
- Strong problem-solving skills and attention to detail.

Salary: ₹5-8 lakhs per annum

2. Program Manager

Job Summary: The Program Manager will oversee multiple projects within AWaDH, ensuring they align with organizational goals and are delivered on time and within budget. This role involves strategic planning, resource allocation, and stakeholder communication.

Key Responsibilities:

- Define program scope, objectives, and deliverables in alignment with AWaDH's goals.
- Develop and manage program budgets, timelines, and resource allocations.



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- Coordinate cross-project activities and manage dependencies.
- Communicate program status, risks, and issues to stakeholders.
- Implement and maintain program management best practices and methodologies.

Qualifications:

- Bachelor's degree in Business Administration, Project Management, or a related field.
- Proven experience as a Program Manager or in a similar role.
- Strong understanding of project and program management methodologies.
- Excellent leadership, communication, and organizational skills.
- Ability to manage multiple projects simultaneously and work under pressure.

Salary: ₹6-8 lakhs per annum

3. Assistant Manager / Executive (Startup Coordinator) (02)

Job Summary: The Startup Coordinator will facilitate the incubation and acceleration of technology-based startups, providing resources, mentorship, and support to foster innovation and sustainability in line with AWaDH's vision.

Key Responsibilities:

- Identify and engage with potential startups and entrepreneurs aligned with AWaDH's focus areas.
- Coordinate incubation and acceleration programs, including workshops, mentorship sessions, and networking events.
- Assist startups in accessing funding opportunities, resources, and industry connections.
- Monitor the progress of incubated startups and provide ongoing support to ensure their success.
- Collaborate with academic and industry partners to enhance the startup ecosystem.
- Manage day-to-day operations
- and programs including but not limited to, PRAGATI, GENESIS, SPRINT, etc

Qualifications:

- Bachelor's degree in Technology or Business Administration, Entrepreneurship, or a related field.
- Experience in startup incubation, acceleration, or related roles.
- Strong understanding of the startup ecosystem and funding mechanisms.
- Excellent organizational and networking skills.
- Ability to work collaboratively with diverse stakeholders.
- For Assistant Manager (2 years minimum work experience) / For Executive (minimum of one year experience)

Salary: ₹30,000–45,000 per month



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4. Assistant Manager / Executive (Social Media) (01)

Job Summary: The Social Media Manager will develop and implement strategies to enhance AWaDH's online presence, engage with the community, and promote initiatives across various social media platforms.

Key Responsibilities:

- Develop and execute social media strategies aligned with AWaDH's goals.
- Create, curate, and manage engaging content, including text, images, and videos.
- Monitor social media channels, respond to inquiries, and manage online interactions.
- Analyze social media metrics to assess performance and inform future strategies.
- Stay updated on industry trends and emerging platforms to keep AWaDH's social media presence current and effective.

Qualifications:

- Bachelor's degree in Marketing, Communications, or a related field.
- Proven experience as a Social Media Manager or similar role.
- Excellent writing, editing, and communication skills.
- Proficiency in social media platforms, analytics tools, and content management systems.
- Creative thinking and the ability to generate innovative content ideas.
- For Assistant Manager (2 years minimum work experience) / For Executive (minimum of one year experience)

Salary: ₹30,000–45,000 per month

5. HR Young Professional/ Executive (02)

Job Summary: The HR Executive will manage various human resource functions, including recruitment, employee relations, performance management, and compliance with labor laws, to support AWaDH's mission of sustainable agriculture and water technology development.

Key Responsibilities:

- Oversee the recruitment process, including job postings, screening, interviewing, and onboarding of new employees.
- Develop and implement HR policies and procedures per organizational goals and legal requirements.
- Manage employee relations, address grievances, and foster a positive work environment.
- Coordinate performance appraisal processes and identify training needs for staff development.



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- Maintain accurate employee records and ensure compliance with labor laws and regulations.

Qualifications:

- Bachelor's/Master's degree in Human Resources, Business Administration, or a related field.
- 0-2 years of experience as an HR Executive or in a similar role.
- Strong understanding of labor laws and disciplinary procedures.
- Excellent communication and interpersonal skills.
- Proficiency in HR software and Microsoft Office Suite.

Salary: ₹30,000–45,000 per month

6. Compliance Executive (01)

Job Summary: We seek a highly motivated and detail-oriented Legal Associate with a law degree to handle legal drafting, document vetting, agreement structuring, and tracking of legal matters. The ideal candidate will have strong analytical skills and experience in drafting legal agreements, addendums, and reviewing contracts to ensure compliance with applicable laws and company policies.

Key Responsibilities:

- Draft, review, and vet various legal documents, including agreements, contracts, MoUs, NDAs, and addendums.
- Ensure legal documents are accurate, clear, and comply with applicable laws and regulations.
- Conduct legal research and provide insights on regulatory requirements.
- Track legal documents, deadlines, renewals, and compliance-related matters.
- Liaise with internal teams and external legal counsel when necessary.
- Maintain an organized repository of legal documents and ensure version control.
- Assist in dispute resolution, risk assessment, and contract negotiations.
- Provide legal support in corporate governance, intellectual property, and policy compliance matters.

Qualifications & Skills:

- Bachelor's degree in Law (LL.B) from a recognized institution.
- 1-2 years of experience in legal drafting, contract review, or corporate legal work.
- Strong knowledge of contract law, corporate law, and regulatory frameworks.
- Excellent written and verbal communication skills.
- Detail-oriented with strong analytical and problem-solving skills.
- Ability to work independently and manage multiple tasks effectively.
- Proficiency in legal research tools and MS Office Suite.

Preferred Qualifications:

- Experience in corporate legal affairs, compliance, or working with startups.
- Familiarity with intellectual property rights and data protection laws.



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Salary: ₹30,000–45,000 per month

7. Purchase Executive (01)

Job Summary: The Purchase Executive will manage procurement activities, ensuring the timely and cost-effective acquisition of goods and services necessary for AWaDH's operations.

Key Responsibilities:

- Identify and evaluate suppliers, negotiate contracts, and establish purchase agreements.
- Process purchase orders and ensure timely delivery of goods and services.
- Maintain accurate records of procurement transactions and supplier information.
- Monitor inventory levels and coordinate with departments to forecast procurement needs.
- Ensure compliance with organizational policies and procurement regulations.

Qualifications:

- Bachelor's degree in Supply Chain Management, Business Administration, or a related field.
- Experience as a Purchase Executive or in a similar procurement role.

Salary: ₹30,000–45,000 per month

8. CPS Skilling & Outreach Executive

Job Summary:

The CPS Outreach Manager will primarily focus on promoting AWaDH's CPS initiatives through educational outreach, engaging with academic institutions, educators, and students to foster a deeper understanding of Cyber-Physical Systems (CPS). This role will involve creating educational programs, workshops, and resources that enhance awareness, drive interest, and develop skills in CPS technologies.

Key Responsibilities:

- **Educational Outreach Development:** Design and implement educational programs, curricula, and resources that promote understanding and interest in CPS among students, educators, and academic institutions.
- **Partnerships with Academic Institutions:** Build and maintain relationships with universities, colleges, and schools to develop joint initiatives that support CPS education and skill-building, including lectures, lab sessions, and hands-on projects.
- **CPS Lab Setup Coordination:** Communicate with educational institutions to plan, design, and facilitate the setup of CPS labs, ensuring they align with AWaDH's educational objectives and provide practical learning experiences.



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- **Workshops and Seminars:** Organize and lead workshops, seminars, and training sessions on CPS topics for students, faculty, and researchers to help develop expertise in this field.
- **Educational Content Creation:** Develop engaging educational materials such as online courses, videos, tutorials, handbooks, and social media content to promote CPS knowledge and enhance public understanding of the field.
- **Curriculum Support and Enhancement:** Collaborate with academic institutions to update or create new CPS-related curricula, supporting the integration of hands-on learning and real-world applications into classroom settings.
- **Student Engagement and Development:** Create and promote student engagement programs, including internships, mentorship opportunities, and competitions, that foster student involvement in CPS research and development.
- **Feedback Collection:** Collect feedback from students, educators, and academic institutions to measure the effectiveness of educational outreach efforts and continuously improve programs and resources.

Qualifications:

- **Educational Background:** Bachelor's degree in Engineering, Computer Science, Education, or a related field. A master's degree is preferred.
- **Experience:** At least 1-3 years of experience in educational outreach, community engagement, or program development, preferably within a technical or research-focused environment.
- **Communication Skills:** Exceptional verbal and written communication abilities, with a strong ability to engage and inspire students and educators.
- **Interpersonal Skills:** Strong ability to build and maintain relationships with academic institutions, faculty, students, and other stakeholders.
- **Project Management:** Proven ability to develop and manage educational programs, ensuring timely execution and high-quality content delivery.
- **Technical Understanding:** Familiarity with Cyber-Physical Systems or related technological fields is highly desirable.
- **Digital Proficiency:** Experience with online learning platforms, content management systems, and educational technology tools.

Salary: ₹30000-45000/-per month