

Advertisement for Recruitment of Project Staff (Website & ERP)

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Office for E-Governance and ERP Implementation, IIT (BHU), Varanasi invites applications from Indian citizens possessing the requisite qualifications and experience for the following four (04) positions across three roles: **Project Business Analyst (1), Project Engineer-I (1), and Project Engineer-II (2).**

The appointments will be purely on a contract basis for a period of one (01) year.

Note on equivalence: Wherever a minimum percentage is specified, an equivalent CGPA on the conversion scale of the awarding university shall be accepted.

1. Project Business Analyst (Website / ERP)

Field	Details
Number of Positions	1 (One)
Consolidated Pay	₹ 49,000/- per month
Duration	1 Year

A. Educational Qualification (Essential)

- MBA / BE / B.Tech / MCA or equivalent with minimum 55% marks (or equivalent CGPA) from a recognised university.
- Minimum **1 year** of post-qualification experience as a Business Analyst / Functional Analyst or equivalent role.
- Preference will be given to candidates with a degree and/or experience in Finance, Accounts, or Operations.

B. Essential Skills and Experience

- **Requirement Engineering and Documentation:** Preparation of Functional Requirement Documents (FRD), Business Requirement Documents (BRD), Software Requirement Specifications (SRS), and user stories.
- **Process Mapping:** Ability to model business processes using BPMN or equivalent notation; experience with as-is / to-be process flows.
- **SQL Proficiency:** Ability to write and interpret SQL queries (SELECT, JOIN, GROUP BY, aggregate functions) for data validation, reporting, and UAT verification.
- **UI / UX and Prototyping:** Working knowledge of wireframing tools (Figma, Balsamiq, draw.io, Lucidchart, or equivalent) for website and ERP workflow mock-ups.

- **ERP and Financial Domain Understanding:** Familiarity with financial modules, billing, procurement, payroll, reporting, and standard process workflows.
- **Stakeholder Coordination:** Demonstrated ability to interact with end users, developers, and project coordinators; ability to translate user needs into developer-actionable specifications.
- **Government Workflow Awareness:** Familiarity with General Financial Rules (GFR), GeM procurement workflows, and government / academic institution processes.
- **Data and Reporting:** Understanding of relational databases, MIS reports, and dashboards.

C. Desirable Experience

- Experience in ERP or MIS projects in government or academic institutions.
- Knowledge of financial systems, procurement, payroll, or accounting workflows.
- Familiarity with Agile / Scrum methodologies and tools such as Jira, Azure DevOps, or equivalent.
- Ability to perform User Acceptance Testing (UAT), gap analysis, and process optimisation.
- Exposure to DPDP Act compliance, audit requirements, or institutional ERP rollouts.

2. Project Engineer-I (Website / ERP)

Field	Details
Number of Positions	1 (One)
Consolidated Pay	₹ 49,000/- per month
Duration	1 Year

A. Educational Qualification (Essential)

- BE / B.Tech / MCA / MSc (CS / IT) or equivalent with minimum 55% marks (or equivalent CGPA) from a recognised university.
- Minimum **1 year** of relevant post-qualification experience in web or enterprise application development.

B. Essential Technical Skills

- **Frontend Technologies:** HTML5, CSS3, JavaScript (ES6+), and working knowledge of at least one of: React.js, Vue.js, or Angular. Familiarity with Bootstrap or Tailwind CSS.
- **Backend Development:** Strong working knowledge of one of the following stacks: **Java with Spring Boot** or **Python with Django / FastAPI**. Familiarity with at least one statically-typed, object-oriented language.
- **Database:** PostgreSQL or MySQL — schema design, normalisation, indexing, and writing complex queries.

- **REST APIs and Integration:** Design and consumption of RESTful APIs, JSON handling, and standard authentication mechanisms (JWT, OAuth 2.0, session-based auth).
- **Version Control:** Proficient use of Git and platforms such as GitHub or GitLab; branching, merging, and pull-request workflows.
- **Linux and Deployment:** Working knowledge of Linux-based servers, shell basics, and application deployment.
- **Project Experience:** Demonstrated experience in development, maintenance, and troubleshooting of web portals, dashboards, or ERP / MIS modules.

C. Desirable Experience

- Experience with ERP or MIS systems in academic or government institutions.
- Exposure to Docker, container orchestration, CI/CD pipelines, or cloud hosting.
- Familiarity with Node.js, TypeScript, or additional frontend frameworks beyond the essential set.

3. Project Engineer-II (Website & ERP)

Field	Details
Number of Positions	2 (Two)
Consolidated Pay	₹ 42,000/- per month
Duration	1 Year

Freshers with strong fundamentals are eligible to apply for this position.

A. Educational Qualification (Essential)

- BE / B.Tech / MCA / MSc (CS / IT) or equivalent with minimum 55% marks (or equivalent CGPA) from a recognised university.

B. Essential Technical Skills

- **Web Development Basics:** HTML5, CSS3, JavaScript, and basic familiarity with Bootstrap or Tailwind CSS.
- **Backend Exposure (basic working knowledge of at least one):** Java (Spring Boot), Python (Django / FastAPI), or PHP (Laravel). Note: Laravel exposure is relevant for maintenance of existing institutional Laravel applications.
- **Frontend Exposure:** Basic familiarity with at least one of React.js, Vue.js, or Angular.
- **Database:** Basic SQL queries on MySQL or PostgreSQL (SELECT, INSERT, UPDATE, simple JOINS).
- **Version Control and Environment:** Familiarity with Git and basic Linux command-line usage.
- **Project Aptitude:** Ability to assist in development, testing, documentation, and maintenance of website and ERP modules under guidance.

C. Desirable Experience

- Exposure to ERP or MIS projects through internships, academic projects, or coursework.
 - Basic understanding of REST APIs and relational database design.
 - Willingness to learn and work in a team-based development environment.
 - Strong fundamentals in data structures, algorithms, and object-oriented programming.
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Selection Procedure

Selection will be based on an interview and/or written test / technical assessment. Details will be communicated to shortlisted candidates by email. Shortlisting will be done on the basis of applications submitted in the prescribed format.

The Competent Authority reserves the right to restrict the number of candidates called for interview to a reasonable limit on the basis of qualifications and experience higher than the minimum prescribed in this advertisement.

How to Apply

Applicants must submit their application **through the Google Form** at the following link, attaching self-attested copies of all relevant certificates and documents:

Application Form Link: [<https://forms.gle/zcKph36BsStsSAjm7>]

In addition, a copy of the completed application and resume may be sent to **office.erp@iitbhu.ac.in** with **pic.erp@iitbhu.ac.in** in CC. The Google Form submission shall be treated as the primary and authoritative application; email is for record purposes only.

Subject line of the email: *"Application for [Post Name]"*

Last date for receipt of applications: *21 days from the date of publishing on website*

General Terms and Conditions

1. Only shortlisted candidates will be contacted for the interview / written test. No separate communication shall be entertained regarding shortlisting.
2. The date, time, and mode of the interview / written test will be communicated by email to shortlisted candidates.
3. **No TA / DA** will be paid for attending the interview / written test.
4. All original certificates must be presented at the time of interview for verification.
5. Self-attested copies of all relevant certificates and documents must be submitted along with the application.
6. Venue of interview / written examination: **IIT (BHU), Varanasi – 221005, U.P., India** (or online, as may be intimated).

7. The application must be submitted on or before the last date specified above. Late or incomplete applications shall not be considered.
8. Canvassing in any form will lead to disqualification.
9. The Institute reserves the right to fill or not to fill any or all positions, or to modify the selection procedure, without assigning any reason.

APPLICATION FORM

Application for Recruitment of Project Staff (Website & ERP) Office for E-Governance and ERP Implementation, IIT (BHU), Varanasi – 221005, U.P., India

Field	Details
Post Applied for	
Full Name	
Date of Birth	
Age (as on last date)	
Gender (M / F)	
Category (Gen / OBC / SC / ST / EWS)	
Person with Disability (PwD) – Y/N; if Y, type and %	
Marital Status	
Nationality	
Father's Name	
Mother's Name	
Address for Correspondence	
Permanent Address	
Phone Number	
Email ID	
Aadhaar Number (last 4 digits only)	

Academic Records

Examination / Degree	Name of School / College / University	Year of Passing	Subjects / Specialisation	Percentage / CGPA	Division / Class
Class X					
Class XII					
Graduation					
Post					

Examination / Degree	Name of School / College / University	Year of Passing	Subjects / Specialisation	Percentage / CGPA	Division / Class
Graduation					
Other (if any)					

Professional Experience

(Attach supporting documents — appointment letter, experience certificate, relieving letter, salary slips, etc.)

Sl. No.	Organisation	Designation	From (DD/MM/YYYY)	To (DD/MM/YYYY)	Duration	Brief Job Description
1						
2						
3						

Currently Employed (Y/N): _____

If yes, notice period / time required to join this position: _____

Current / Last Drawn Gross Salary (₹ per month): _____

Expected Salary (within advertised range): _____

Technical Skills Summary

(List programming languages, frameworks, databases, tools — with years of experience for each)

Skill / Technology	Years of Experience	Proficiency (Beginner / Intermediate / Advanced)

Declaration

I hereby declare that I have carefully read and understood the instructions and particulars on this application, and that all entries in this form as well as in the attached sheets are true and correct to the best of my knowledge and belief. I understand that any false or misleading information may result in disqualification at any stage of the recruitment process, or termination thereafter.

Date Place Signature of Applicant

Application Instructions

1. All original certificates must be presented before the interview for verification.
2. Self-attested copies of all relevant certificates and documents must be uploaded with the Google Form application.
3. Incomplete applications, or applications not in the prescribed format, are liable to be rejected.
4. Venue of interview / written examination: IIT (BHU), Varanasi – 221005, U.P., India (or online, as may be intimated).
5. The application must be submitted along with all relevant documents on or before the last date **16/07/2026**.
6. Shortlisted candidates will be intimated by email after the application deadline.
7. For any queries, contact: **office.erp@iitbhu.ac.in**