

Guideline for Institute Postdoctoral Fellow

IIT (BHU) Varanasi will admit young researchers who have completed their PhD recognized institute/ university or any national laboratory as Institute Postdoctoral Fellows (IPDFs). Under this initiative, IPDFs will engage in advanced research at the Institute under the guidance of a faculty member.

1. ELIGIBILITY FOR THE APPLICANT:

- The applicant must have obtained Ph.D degree from a recognized university/institute or any national laboratory. Those who have submitted their PhD thesis and are awaiting award of the degree are also eligible to apply. However, such candidates, if selected, will be offered lower fellowship amount till they qualify the eligible degree.
- Applicants should have published a minimum of 2 (two) research papers preferably as the first author in reputed SCI /SCI-E indexed peer-reviewed journals with non-zero impact factor in the broader area of the proposed IPDF project.
- The applicant must have completed their PhD degree within the last three years (considered from the date of viva voce). Candidates who have submitted their thesis and are awaiting evaluation may also be appointed as "Intermediate Fellows". These candidates must provide a "No Objection Certificate" from their PhD supervisor. As an "Intermediate Fellow", they will be eligible for a Fellowship of Rs. 50,000/-.
- Upon the award of their PhD degree, these fellows will be upgraded to IPDF status. PhD holders from IIT (BHU) are eligible to apply only after gaining a minimum of two years of relevant post-PhD experience elsewhere. In such cases, their supervisors or co-supervisors cannot act as his/her mentor.
- The maximum age for IPDF applicants should be 35 years or below as on the deadline for IPDF application submission. This age limit can be relaxed by 5 years for women, candidates and other categories as per government rules.
- The application format and further details will be available on the Institute's website.

2. FELLOWSHIP AMOUNT

Fellowship Amount of IPDF is Rs.80,000/- (Consolidated). An annual increment upto Rs.10000/- may be given based on satisfactory performance, according to the assessment report. Contingency grant of Rs. 1,00,000/- per year may be provided to the mentor to support research activities of IPDF (lapsable at the end of financial year). IPDF may also be eligible

of basic medical facility at Sir Sunderlal Hospital, IMS, BHU on payment of Rs. 1000/- per month.

3. ELIGIBILITY FOR THE FACULTY FOR HOSTING IPDF:

The Institute will invite interest of faculty members. All such interests will be evaluated based on the following parameters. A limited number of faculty members (depending on available IPDF seats) will be allocated IPDF positions, and advertisements will be published annually.

For eligibility of hosting an IPDF, a faculty member must have following in the last five years:

- (a) completed/secured minimum 2 sponsored research projects as P.I with cumulative sanctioned valued above 50 lakhs. If no one in a Department/school meets the criteria, top 25 % of faculty in a Department/School in terms of total value of sponsored research projects.
- (b) guided 2 PhD as main supervisor (awarded). Co-supervision of a PhD will be considered equivalent to half PhD supervision as main supervisor.
- (c) minimum 10 SCI/SCI-E publications with non-zero impact factor. An awarded patent will be considered equivalent to one SCI/SCI-E publication.
- d) Post-Doctoral Fellow may be allowed to select the mentor from a list of eligible mentors from a department/school

3. SELECTION PROCEDURE

- (i). The R&D section of IIT (BHU) will advertise broad areas for IPDF selection
- (iii). Applications received in response to the advertisement will be forwarded to the respective Departments/Schools for shortlisting based on eligibility criteria. The Department/School level committee will comprise:
 - Head/Coordinator of the concerned Department/School (Ex-officio) - Chairman
 - At least three expert members from the concerned Department/School (including one Professor, one Associate Professor, and one Assistant Professor): Members
 - One person, preferably at professor level from sister department/school: Member
 - SC/ST/OBC nominee (as applicable): Member

Detailed justification will be required for any application rejection.

- (iv). Final selection will be based on interview/presentations by shortlisted IPDF candidates. During the presentations, the committee will evaluate applicants based on their concept note idea, depth of knowledge, and potential as educators. The selection committee composition is as follows:
 - Dean (R&D)/Associate Dean (R&D) : Chairman
 - One faculty member nominated by the Director* - Member
 - Head/Coordinator of the School – Member
 - SC/ST/OBC nominee (as applicable): Member

*Note: A preapproved list will be available

If any member in this stage is preferred mentor for a candidate appearing for an interview/presentations, he/she should not participate in the evaluation of the specific applicant.

- (v). Selection recommendations will be submitted to the Director for approval.
- (vi). Subsequently, offer letters will be issued by the R&D section. The position is initially for one year by extended annually for maximum three years based on the performance. The performance evaluation will be done by the following committee
- Head/Coordinator of the Department/School: Chairman*
 - Mentor of the IPDF - Member
 - One person nominated by the Dean (R&D) : Member

* In case the Head/Coordinator is mentor of IPDF, person nominated by the Dean (R&D) will act as Chairman in place of Head/Coordinator

General Guideline

- I. PDFs shall generally be appointed initially for one year and the appointment may be extended on mutual requirement and availability of position and funds. Duration of appointment shall be limited to maximum three years. On completion of total three years duration, IPDF will be eligible for an appreciation certificate from the Institute.
- II. To enable the IPDF imbibe the academic culture and to develop their teaching skills IPDFs may be associated in lab courses / tutorial to a limited extent of four hours per week. IPDFs should not be assigned any teaching courses.
- III. IPDFs may co-supervise UG and PG students.
- IV. Holding the position of IPDF shall in no way be connected to selection as faculty or staff member of IIT(BHU) Varanasi.
- V. Other benefits including leave and medical benefits for PDFs shall be at par with those provided to the PhD research scholars at IIT(BHU) Varanasi.
- VI. If the IPDF wishes to leave the programme before the end of the tenure, he/she can do so after one month's notice to mentor. The fellowship may be terminated by the Institute if the performance/conduct of the fellow is unsatisfactory after giving one month's notice to the IPDF.
- VII. If an IPDF resigns/leaves, the mentor is eligible to send a fresh interest for IPDF position during next round of selection process. A mentor can have only one IPDF at a time.
- VIII. Change of mentor will only be possible to another faculty working in the same broad area of research with the approval of the Director under exceptional circumstances only.