

Advertisement for Project Staff in CLEANZ CoE at IIT Hyderabad

The **Centre of Clean Coal Energy & Net Zero (CLEANZ)**, a **Centre of Excellence** setup in collaboration with Coal India Ltd at IIT Hyderabad with a thrust in R&D and technology development in the following broad thematic areas:

- Enhanced Coal Bed Methane/Coal Mine Methane Recovery
- Carbon Capture Technologies
- Mineral Beneficiation, REE & Critical Mineral
- Gasification & Syngas Utilization
- Coal Liquefaction & Pyrolysis
- Circular economy and waste management
- AI ML applications
- Energy efficiency and conservation
- Development of Novel Carbon Materials

The CLEANZ CoE is looking for suitable Indian nationals for appointment on the following temporary/ad-hoc positions on a short-term contractual basis. The contract will initially be for a period of 1 year, which can be extended for a maximum of three years, subject to satisfactory performance and the requirement of CLEANZ

S No	Designation	No of Posts	Age Limit (Years)	Consolidated Emoluments (Rs)
1	Operations Manager	01	45	65,000-85,000
2	Project Associate II	02	35	35,000-45,000
a. The prescribed maximum age shall be determined as of 14.08.2025 which shall be the closing date of application				
b. Closing date of application: 14.08.2025				

Detailed Qualifications & Job Description

Operations Manager	
Essential Qualifications	Graduates with first class meeting the following criteria: - M.Tech/M.E./M.S. in Engineering with 5 years of relevant experience in R&D labs, higher educational institutes like IITs/IISc/IISERs/NITs, OR B.Tech/MSc with MBA and 5 years of relevant experience in R&D labs, higher educational institutes like IITs/IISc/IISERs/NITs OR Ph.D. with 3 years relevant experience in R&D management
Desirable Qualifications	The applicant must have good knowledge and working experience with materials procurement, recruitment, financial management and project management.
Job Description	Managing the daily operations of the centre, Coordination with the Pls and CIL; Organizing Governing and research council meetings, facilitating procurement, Liaising with Administrative departments (Stores & purchase, Sponsored Research & Consultancy office, Construction & Maintenance division), Overall Project management; promoting the centre through website and social media.

Project Associate II (Finance & Procurement)	
Essential Qualifications	BCom with first class and at least 4 years of relevant experience OR MCom/ with first class and at least 2 years relevant experience
Desirable Qualifications	CA (Inter)/ICWA (Inter) Good working knowledge of financial software packages like Tally or equivalent software, MS Excel, and MS Word processing Fluency in English Knowledge of GoI accounting and procurement procedures
Job Description	Managing financial documentation of the CoE under various heads, helps the PIs and other employees of the CoE in the procurement of goods and services

Project Associate II (Administrative)	
Essential Qualifications	Graduates in any discipline with at least first class and at least 4 years of relevant experience OR Master's in any discipline with first class and at least 2 years relevant experience
Desirable Qualifications	Good working knowledge of Microsoft Office, particularly having experience in using Microsoft Excel, Word and PowerPoint Fluency in English Experience in drafting letter/email
Job Description	Coordinate activities related to travel and event management. Help PIs and employees of the CoE with logistical issues and any other work assigned by the management of the CoE.

General information and conditions:

1. Benefits, terms and conditions under CLEANZ centre:

- Final consolidated emoluments will be considered based on academic & relevant experience
- In addition to the emoluments indicated against each category of posts, facility of health centre for self are available as per the Institute rules as applicable for project staff.
- Each appointment will be made on a contractual basis initially for a period of a maximum of one year, extendable up to three years on noteworthy annual performance.
- The Scientific/Technical manpower is entitled to leave as per the rules of the host institution.

2. Other conditions

- The applicant must be a citizen of India.
- All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement as of the last date of receipt of the applications. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts as of the last date of receipt of the applications. No enquiry (in any mode) asking for advice as to eligibility will be entertained.
- The prescribed essential qualifications are the minimum, and the mere possession of the same does not entitle candidates to be called for an interview. The duly constituted Screening Committee may adopt its own criteria for short listing the candidates for the interview. The candidate should, therefore, mention in the application all the qualifications and experiences in the relevant area over and above the minimum prescribed qualification

supported by self-certified documents. Completion of degree will be reckoned from the date of issue of provisional certificate/notification.

- d. The candidates shortlisted for interview only will be communicated through email regarding the date and time of the interview. The mode of the interview will be communicated through email one week in advance.
- e. The prescribed qualifications should have been obtained through recognised Universities/Institutions. Incomplete application/applications received or not accompanied with the required certificates/documents are liable to be rejected.
- f. The date for determining the upper age limit, qualification and/or experience shall be the closing date prescribed for receipt of applications.
- g. The period of experience shall be counted after the date of acquiring the minimum prescribed educational qualifications, i.e. only post-qualification experience will be counted.
- h. The CLEANZ centre reserves the right not to fill up the posts or cancel the Advertisement in whole or in part without assigning any reason, and its decision in this regard shall be final.
- i. Except for the consolidated salary and medical as mentioned above, no other benefits shall be applicable.

How To Apply

- Candidates, who fulfill the eligibility criteria, should apply through the link given above by **5:00 pm, 14.08.2025**
- **Link for application form**
<https://docs.google.com/forms/d/1iiUiZyY8sovVXNyv90mC-bSbaPlM8Hcg9yZMY0lbke4/edit?ts=688748c0>
- For more details, please visit <https://cleanz.coe.iith.ac.in/index.html>

Sd/
Principal Investigator
CLEANZ COE