

## **Job Description: Teaching Fellow**

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|-----------------------------------|---------------------------|
| <b>Job title</b>                  | Teaching Fellow (ECE)     |
| <b>Reports to</b>                 | Course Faculty/Instructor |
| <b>No. of Positions Available</b> | 01*                       |

\*Vacancies may vary as per requirement

### **Job purpose**

Successful candidate will work as a co-instructor for undergraduate courses (normally 2 per semester), which involves taking tutorials and labs, helping students, managing teaching assistants (TA) of the courses, preparing/conducting/grading exams, assignments, projects among other assessment components, as well as course administration.

### **Duties and responsibilities**

- To teach tutorials, manage tutorials and other tutors/teaching assistants
- To manage course related labs and inventory required during the semester and performing the experiments
- To conduct extra classes on the topics where students are facing difficulties
- Maintaining office hours to clarify course related doubts
- To assist professor in making learning materials, assignments, answer keys and rubric for grading
- To assist professor in preparing exam question papers / lab exam practical questions and conducting quizzes, mid-semester exam and final exams
- To assist professor in final semester grading, paper checking
- To mentor and guide students in class-course projects. Assigning the rubric and grading the progress throughout the semester
- To conduct refresher modules for M.Tech/BTech students in summer
- To provide extra technical support to weak students.
- Providing support to lab engineers for smooth conduct of course labs.

### **Qualifications**

An applicant must have

1. M.Tech degree from a reputed Institute/University in ECE/ Electronics/ CSE.
2. Should have good programming skills (C, Python, Matlab etc.) and a good academic record throughout.
3. Preference will be given to candidates with TA experience.

It is best suited for those who are looking for teaching careers.

### **Desirable Skills:**

1. PhD in relevant discipline.
2. Basic knowledge of EDA tools like Virtuoso, Vivado etc, and experience in hardware, Embedded systems etc. will be an advantage.

## Compensation & Terms

The term of appointment will be for one year, which can be renewed after the first year based on performance. No extension will be given after two years.

The monthly compensation to the candidate with an M.Sc./B.Tech./M.Tech. degree may be offered a starting salary of ₹50,000 per month with hostel accommodation (subject to availability) or ₹55,000 per month without hostel accommodation.

The monthly compensation to the candidate with a Ph.D. degree (submitted or recently graduated) may be offered a starting salary of ₹60,000 per month with hostel accommodation (subject to availability) or ₹65,000 per month without hostel accommodation.

Candidates with more relevant experience may be offered a higher starting salary.

The Institute gives top priority to the ongoing academic activities and does not promote leaving the offered position during an ongoing semester. To ensure this, a monthly deposit of Rs. 27,500/- from the salary of the first two months will be kept with the institute. This deposit will be paid on completion of the offered tenure.

## How to Apply

The interested candidates are required to appear for a walk-in interview on **11 Dec 2024** from 2-3 PM in A601, R&D block, IIIT-Delhi for the same. The candidates should bring their CV and other documents validating their qualification and experience.