INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
POWAI, MUMBAI 400076.

Advertisement No.: IRCC/EXT129/2021

Job Title
Sr. Project Technical Assistant

Job Reference Number
50232142

Application End Date
06.08.2021

Type of Employment
Proj. Staff Contract

No. of Position(s)
2

IITB Project Recruitment:

Project title: Multimodel Knowledge based AI(Learning Improved Representations forAudio Visual and Textual Data).

About the project: Multi-lingual and multi-modal data curation

Essential Qualifications & Experience:
BE/BTech/MA/MSc/MCA/MBA or equivalent degree

BA/BSc or equivalent degree with 2 years relevant experience

The applicant should have worked on projects in the areas of indian language development and tooling and have experience in field level digital content creation and dissemination through workshops. Decent experience in conducting surveys and helping capacity building of stakeholders (such as book editors and translators working on vernacular languages) will be preferable. More than 3 years of experience is required with good communication and coordination skills in English, Marathi, and Hindi as well.

Job Profile:
Complete familiarity with our existing works such as https://www.cse.iitb.ac.in/~ocr/ and https://www.cse.iitb.ac.in/~malta/

Overseeing all aspects of how a project is planned, how it unfolds, and is managed

Planning meetings, performing outreach, tracking budgets, and overseeing the minute details associated with complex task tracking

Working in coordination with project managers and other project assistants to ensure smooth and timely project completion

Keeping project tracking systems updated

Troubleshooting issues on field and off fields

Setting goals and developing timelines to ensure all elements of a project are progressing on time

Collecting and Manage the necessary data for the project through various surveys.

Handling details related to Project

Working in coordination with project clients

Strong communication skills for carrying out field level activities including surveys and stakeholder consultations.

Training and capacity building for different stakeholders such as textbook and language editors, peri-urban and rural population, Self Help Group members, entrepreneurs, industries, and Teachers.

Field Work (Stay filed visits)

Field Execution

Planning

Implementation

Workshop Management

Planning

Execution

Admin work

Digital Image / Video Editing software (Adobe Photoshop)

Video Recording(DSLR/SONY cam) for creating transcripts for multi-lingual and multi-modal tasks such as https://spoken-tutorial.org/ and https://www.cse.iitb.ac.in/~malta/

Content creation work

Video Scripting

Drafting reports

Pay Details:
Level L1: Salary range from Rs.30000 to Rs42000 + Rs.4000.00/- Out Of Campus Allowance (if applicable) p.m.

General information:
The position is temporary for a period of 1 year and tenable only for the duration of the project.
The appointment is for time bound project and the candidate is required to work mainly for the successful completion of the project. The selection committee may offer lower or higher designation and lower or higher salary depending upon the experience and performance of the candidate in the interview.
Candidates called for interview will be required to attend at his/ her own expenses.
For any queries/clarification please contact: recruit@ircc.iitb.ac.in