



राजीव गाँधी पेट्रोलियम प्रौद्योगिकी संस्थान
(संसद के अधिनियम के अधीन स्थापित राष्ट्रीय महत्व का एक संस्थान)
Rajiv Gandhi Institute of Petroleum Technology
(An Institution of National Importance established under an Act of Parliament)
Jais, Amethi- 229304, UP, India. Website: www.rgipt.ac.in

**ADVERTISEMENT FOR RECRUITMENT OF
TRAINING & PLACEMENT OFFICER (ON CONTRACT)**
(at RGIPT Bengaluru Campus)

Advertisement No.: RGIPT/NTS/TPO/2026/07

Date: 04th September 2026

Rajiv Gandhi Institute of Petroleum Technology (RGIPT), an Institution of National Importance established by the Government of India under an Act of Parliament, invites applications from **dynamic, accomplished, result-oriented, and industry-connected professionals** for the position of **Training & Placement Officer (TPO) (On Contract)**.

RGIPT is committed to producing globally competent engineers, scientists, managers, and researchers capable of addressing the technological challenges of the energy, petroleum, chemical, manufacturing, and allied sectors. The Institute seeks highly motivated professionals who can establish strong industry partnerships, enhance graduate employability, facilitate internships and placements, and strengthen RGIPT's reputation among leading national and international recruiters.

Position is available at:

- **RGIPT Bengaluru Campus, Karnataka**

The appointment is **purely contractual** and shall not confer any claim for regular appointment against any post in the Institute.

Why Join RGIPT?

Joining RGIPT offers an exceptional opportunity to contribute to one of India's premier technical institutions while shaping the careers of future engineers and technology leaders. The selected candidates will have the opportunity to:

- Build long-term strategic partnerships with leading national and multinational companies.
- Strengthen placement opportunities for students across engineering, science, management, and doctoral programmes.
- Contribute to enhancing RGIPT's national and international visibility through sustained industry engagement.
- Work closely with senior faculty members, academic leadership, alumni, and corporate executives.
- Lead initiatives in internships, campus recruitment, corporate relations, employability enhancement, and industry-sponsored programmes.
- Receive an attractive remuneration package commensurate with



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qualifications, experience, and demonstrated professional achievements.

Position Summary

Particular	Details
Position	Training & Placement Officer (On Contract)
Number of Positions	One (01)
Place of Posting	RGIPT, Bengaluru Campus (Karnataka)
Particular	Details
Nature of Appointment	Contractual
Initial Tenure	Two years
Extension	Extendable annually based on performance, up to a maximum of five years
Reporting To	Registrar/Dean or any other authority designated by the Institute
Compensation	Up to ₹2,00,000 per month (Consolidated)

Remuneration

RGIPT offers one of the most competitive remuneration packages among higher educational institutions for this category of appointment. The remuneration structure shall be as follows:

1. The selected candidate shall receive a **consolidated remuneration of up to ₹2,00,000 (Rupees Two Lakh only) per month**, inclusive of all allowances.
2. The remuneration offered shall depend upon:
 - Educational qualifications
 - Relevant professional experience
 - Industry exposure
 - Demonstrated achievements
 - Performance during the selection process
3. Candidates currently employed in reputed organizations may be considered for a salary enhancement of up to **50% over their existing remuneration**, subject to the overall ceiling prescribed by the Institute.
4. The Selection Committee may recommend a higher remuneration within the approved ceiling for exceptionally distinguished candidates possessing outstanding industry credentials or significant institutional achievements.
5. No additional allowances including House Rent Allowance (HRA), Transport Allowance (TA), Medical Allowance, or any other benefits shall ordinarily be admissible unless specifically approved by the competent authority.

Eligibility Criteria

The Institute seeks professionals possessing an excellent combination of academic qualifications, corporate exposure, networking ability, leadership qualities, and



demonstrated success in training and placement activities.

A. Essential Educational Qualifications

Applicants must satisfy **both** of the following requirements:

(i) Management Qualification

Master of Business Administration (MBA) or an equivalent postgraduate management qualification from a recognized University or Institution with a minimum of **55% marks** (or equivalent CGPA).

B. Essential Professional Experience

Candidates should possess a **minimum of seven (7) years of post-qualification professional experience** in one or more of the following areas:

- Training and Placement activities in higher educational institutions (IITs, NITs, IIITs, IISERs).
- Corporate Human Resource Management.
- Talent Acquisition and Recruitment.

Industry Exposure

The successful candidate should possess a strong understanding of industry-academia collaboration and demonstrate the ability to build sustainable corporate relationships.

Desirable experience includes:

- Developing long-term partnerships with leading recruiters across engineering, petroleum, energy, chemical, manufacturing, consulting, analytics, information technology, and emerging technology sectors.
- Inviting Tier-I and Tier-II companies for campus recruitment and internship programmes.
- Coordinating recruitment activities with HR Heads, Talent Acquisition Leaders, Business Unit Heads, and senior corporate executives.
- Organizing campus recruitment drives, pre-placement talks, networking events, leadership interactions, and employer engagement programmes.
- Managing digital placement systems, Applicant Tracking Systems (ATS), placement portals, CRM platforms, and recruitment analytics.
- Building industry networks through professional bodies such as CII, FICCI, ASSOCHAM, NASSCOM, CII Young Indians, and sector-specific industry associations.
- Working with alumni networks for enhancing internship and placement opportunities.
- Developing strategic collaborations with industries for sponsored projects, executive education, skill development programmes, and corporate outreach.

Candidates with demonstrated success in improving institutional placement outcomes, enhancing employer participation, and strengthening industry engagement will be given preference.



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Age Limit

- Maximum age: **45 years** as on the closing date of submission of applications.
- Relaxation in the upper age limit shall be applicable for candidates belonging to SC, ST, OBC (Non-Creamy Layer), PwD, and other reserved categories in accordance with Government of India rules, wherever applicable.

4. Roles and Responsibilities

The Training & Placement Officer (TPO) shall serve as the principal interface between RGIPT and industry, providing strategic leadership in corporate relations, internships, placements, student employability, and industry-academia collaboration. The selected candidate shall work closely with the Institute leadership, faculty members, students, alumni, and corporate organizations to enhance placement outcomes and strengthen RGIPT's national and international reputation. The responsibilities of the TPO shall include, but shall not be limited to, the following:

A. Corporate Relations and Industry Engagement

The TPO shall:

- Develop, strengthen, and sustain long-term relationships with leading national and multinational companies across the petroleum, energy, chemical, manufacturing, automotive, consulting, IT, analytics, finance, renewable energy, and emerging technology sectors.
- Establish regular interaction with CEOs, HR Directors, Talent Acquisition Heads, Business Unit Leaders, and senior executives for recruitment, internships, executive education, collaborative research, and institutional partnerships.
- Expand RGIPT's recruiter base by identifying and engaging new organizations aligned with the Institute's academic programmes.
- Promote RGIPT as a preferred destination for campus recruitment by showcasing the quality of students, faculty, research, laboratories, and institutional achievements.
- Represent the Institute at corporate conclaves, industry forums, conferences, exhibitions, placement fairs, and professional networking events.
- Build strategic partnerships with professional bodies such as CII, FICCI, ASSOCHAM, NASSCOM, and sector-specific industry associations.

B. Campus Recruitment and Placement Management

The TPO shall:

- Plan, coordinate, and execute the complete campus recruitment process for undergraduate, postgraduate, MBA, and doctoral students.
- Develop and publish an annual placement calendar in consultation with academic departments and corporate recruiters.
- Coordinate Pre-Placement Talks (PPTs), recruitment presentations, aptitude tests, technical assessments, group discussions, interviews, and final selection



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processes.

- Ensure smooth coordination between recruiting organizations, students, faculty placement coordinators, and Institute administration.
- Facilitate both on-campus and virtual recruitment drives using appropriate digital platforms.
- Ensure transparency, fairness, professionalism, and confidentiality throughout the placement process.
- Maintain effective communication with recruiters before, during, and after campus recruitment activities.

C. Internship and Industrial Training

The TPO shall:

- Facilitate summer internships, semester-long industrial training, live projects, industrial visits, and experiential learning opportunities.
- Develop collaborations with industries for internship programmes aligned with academic curricula.
- Assist departments in identifying industry-sponsored capstone projects and multidisciplinary industrial assignments.
- Encourage industry participation in mentoring student projects and innovation activities.
- Strengthen opportunities for international internships wherever feasible.

D. Student Career Development and Employability Enhancement

The TPO shall:

- Design, coordinate, and monitor comprehensive employability enhancement programmes for students.
- Organize training programmes covering:
 - Aptitude and quantitative reasoning
 - Verbal ability and communication
 - Technical interview preparation
 - Group discussions
 - Personal interviews
 - Resume writing
 - LinkedIn profile development
 - Corporate etiquette
 - Leadership and professional ethics
 - Emerging technologies and future workplace skills
- Coordinate with external experts, alumni, industry professionals, and specialized training agencies.
- Provide career guidance and counselling to students regarding career planning, higher education opportunities, entrepreneurship, and professional development.

E. Industry-Academia Collaboration

The TPO shall actively promote collaborations that contribute to institutional growth through:



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- Industry-sponsored research projects.
- Executive education programmes.
- Continuing education initiatives.
- Immersion programmes.
- Corporate lectures and distinguished speaker series.
- Industrial consultancy.
- Technology transfer initiatives.
- Innovation and entrepreneurship partnerships.
- Startup ecosystem development.
- Alumni engagement programmes.

F. Branding, Outreach and Visibility

The TPO shall:

- Enhance RGIPT's visibility among recruiters through systematic branding initiatives.
- Develop high-quality placement brochures, recruiter presentations, corporate newsletters, digital promotional materials, and annual placement reports.
- Coordinate employer engagement activities through digital platforms, webinars, alumni interactions, and corporate networking events.
- Promote student achievements, academic excellence, innovation, entrepreneurship, and research accomplishments to prospective recruiters.

5. Key Performance Indicators (KPIs)

The performance of the Training & Placement Officer shall be evaluated on measurable outcomes, including but not limited to the following:

Corporate Engagement

- Number of new recruiters added annually.
- Number of repeat recruiters.
- Number of Memoranda of Understanding (MoUs) facilitated.
- Number of industry collaborations established.

Student Placements

- Percentage of eligible students placed.
- Number of placement offers received.
- Average annual compensation (CTC).
- Highest annual compensation offered.
- Number of international placement opportunities.

Internship Performance

- Percentage of students securing internships.
- Number of industry-sponsored projects.
- Number of industrial training opportunities.

Employer Satisfaction

- Recruiter feedback.
- Recruiter retention.



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- Quality of recruitment process.
- Timeliness of coordination.

Student Development

- Number of employability programmes conducted.
- Student participation.
- Student satisfaction.
- Improvement in placement readiness.

Institutional Contribution

- Contribution towards NIRF and accreditation parameters.
- Industry outreach activities.
- Alumni engagement.
- Corporate visibility.
- Institutional branding initiatives.

7. Desirable Attributes

Preference shall be given to candidates possessing one or more of the following:

- Proven record of significantly improving placement outcomes.
- Extensive professional network across leading industries.
- Experience in Institutions of National Importance.
- Exposure to international recruitment practices.
- Experience in higher education administration.
- Ability to interact confidently with senior corporate executives.
- Demonstrated leadership in managing large placement teams.
- Strong analytical and data-driven decision-making capability.
- High ethical standards and commitment to institutional values.
- Passion for mentoring students and developing future professionals.

8. Selection Procedure

The selection process shall be designed to identify highly competent professionals possessing strong industry exposure, leadership capabilities, excellent communication skills, and demonstrated success in training, placement, and corporate engagement.

The selection process may include one or more of the following stages:

- Preliminary scrutiny of applications.
- Shortlisting based on qualifications, experience, and professional achievements.
- Presentation on a topic relevant to training, placements, industry engagement, or institutional development.
- Personal Interview before the duly constituted Selection Committee.
- Interaction with the Institute Leadership, if considered necessary.

The final selection shall be based on the candidate's overall merit, relevant experience, demonstrated achievements, communication skills, leadership qualities, vision for strengthening industry-academia collaboration, and performance during the selection process. The decision of the Institute shall be final and binding.



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9. General Terms and Conditions

1. The appointment shall be purely contractual in nature and shall not confer any right whatsoever for regular appointment, absorption, or continuation beyond the approved contractual period.
2. The initial appointment shall be for **two years**, extendable annually based on performance, institutional requirements, and approval of the Competent Authority, subject to a maximum tenure of **five years**.
3. The engagement may be terminated by either side by giving **one month's prior written notice** or payment of remuneration in lieu thereof, subject to the terms of the contract.
4. The Institute reserves the right to:
 - Modify, withdraw, or cancel this advertisement at any stage.
 - Increase or decrease the number of vacancies.
 - Not fill any or all advertised positions.
 - Restrict the number of candidates called for the selection process.
 - Consider candidates for either campus based on institutional requirements.
5. Mere fulfillment of the prescribed minimum qualifications and experience shall **not** entitle any applicant to be called for interview or selection.
6. Higher qualifications, extensive industry experience, exceptional professional achievements, and outstanding performance during the selection process may be considered while determining the remuneration within the approved ceiling.
7. Qualifications, experience, age, and all other eligibility conditions shall be reckoned as on the last date prescribed for submission of applications.
8. Candidates shall be required to produce original certificates relating to educational qualifications, professional experience, date of birth, identity, and other relevant documents at the time of interview and/or joining.
9. Any suppression of information, false declaration, fabrication of documents, or misrepresentation at any stage shall result in immediate cancellation of candidature or termination of contractual engagement without notice.
10. Police Verification, Vigilance Clearance (where applicable), and Background Verification shall be conducted before or after joining as considered appropriate by the Institute.
11. No Travelling Allowance (TA), Dearness Allowance (DA), accommodation, or reimbursement of expenses shall be admissible for attending the selection process.
12. Leave shall be governed by the rules applicable to contractual employees of RGIPT as amended from time to time.
13. The selected candidates shall be governed by the Rules, Regulations, Ordinances, Statutes, and administrative instructions of the Institute applicable to contractual employees.
14. Canvassing in any form or influencing the selection process directly or indirectly shall lead to disqualification.
15. Any dispute arising out of this recruitment process shall be subject to the jurisdiction of the competent courts at Amethi, Uttar Pradesh.



10. Documents to be Uploaded

Applicants shall upload self-attested scanned copies of the following documents along with the online application:

- Updated Curriculum Vitae (CV).
- Recent passport-size photograph.
- Proof of Date of Birth.
- UG degree certificate and mark sheets.
- MBA or equivalent degree certificate and mark sheets.
- Experience certificates from all previous employers.
- Current employer's certificate, wherever applicable.
- Last Pay Certificate/Salary Slip (if applicable).
- Documentary evidence of major professional achievements.
- Awards, recognitions, or certifications (if any).
- Identity proof issued by the Government of India.
- Category certificate (SC/ST/OBC-NCL/EWS/PwBD), wherever applicable.
- Any additional documents supporting the candidature.

Incomplete applications or applications without supporting documents may be rejected.

11. How to Apply

Interested and eligible candidates are required to **apply online through the RG IPT Recruitment Portal** available at:

<https://rgiptnt.samarth.edu.in/index.php/site/login>

Candidates are advised to **carefully read the detailed advertisement and eligibility requirements** before submitting their application.

Applicants are required to complete the online application form and upload the following documents through the portal:

- Completed online application form.
- Updated Curriculum Vitae (CV).
- Self-attested supporting documents/certificates.
- Any additional documents or information relevant to the candidature.

Applications must be submitted **online through the prescribed portal on or before the specified deadline**. Applications received after the prescribed deadline or submitted through any other mode shall not be considered.

Candidates are advised to **retain a copy of the submitted application form and uploaded documents** for future reference.



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12. Important Dates

Activity	Date
Advertisement Published	03 rd September 2026
Opening of Online Application	04 th September 2026
Last Date for Submission of Online Application	30th September 2026
Tentative Date of Interview	To be notified separately

The Institute reserves the right to extend the last date for submission of applications or modify the recruitment schedule, if considered necessary.

Equal Opportunity Statement

Rajiv Gandhi Institute of Petroleum Technology is an **Equal Opportunity Employer**. Applications from qualified women candidates, persons belonging to reserved categories, Persons with Benchmark Disabilities (PwBD), and candidates from diverse professional backgrounds are encouraged, in accordance with Government of India norms.

Last Date for Submission of Online Application: 30th September 2026