

**योजना एवं वास्तुकला विद्यालय: नई दिल्ली**  
**School of Planning and Architecture: New Delhi**  
**(Design Innovation Centre)**

7<sup>th</sup> July, 2025

Ref. No. F. No.5-2/DIC/SPAND/2025

**PROJECT ASSOCIATE POSITION**

Design Innovation Centre, School of Planning and Architecture, New Delhi, a center established under the Ministry of Education, MoE (formerly MHRD) scheme "National Initiative for Setting up of Design Innovation Centres, Open Design Schools & National Design Innovation Network" invites applications for the following contractual positions from qualified and experienced design professionals:

S. No.	Post Name	Number of Posts	Salary Details	Essential Qualifications	Experience
1	<b>Project Associate (Senior)</b>	1	Consolidated Gross Salary Rs.67,000/- per month (TA/DA for outstation visits will be as per entitlement of Pay Level-7)	Master of Design (Industrial Design)	3 Years for Non-Ph.D./ 1 Year experience for Ph.D. Degree
2	<b>Project Associate (Level I)</b>	2	Consolidated Gross Salary Rs.53,000/- per month (TA/DA for outstation visits will be as per entitlement of Pay Level-6)	Master of Design (Industrial Design)	2 Years

**APPLICATION PROCEDURE:**

Interested and eligible candidates must submit the **completed application form** along with an up-to-date **CV** and **self-attested copies of relevant documents** (educational qualifications, experience certificates, etc.) through both of the following modes:

- **Email** to: [spadic@spa.ac.in](mailto:spadic@spa.ac.in)
- **Hard copy** submission to:

*The Coordinator (DIC)*  
2<sup>nd</sup> Floor, Department of Urban Planning  
School of Planning and Architecture  
4, Block-B, Indraprastha Estate  
New Delhi – 110002

The last date for submission of applications is **14<sup>th</sup> July 2025 (Monday) till 5.30 PM.**

**SELECTION PROCESS:**

All applications will be screened based on eligibility and relevant experience. Shortlisted candidates will be invited for a **personal interaction and document verification**. Final selection will be based on overall merit, including qualifications, experience, and performance during the interaction.

## GENERAL INSTRUCTIONS AND CONDITIONS OF ENGAGEMENT

### A. Remuneration and Entitlements:

The selected candidates shall receive remuneration strictly as specified for the respective position. No additional benefits such as House Rent Allowance (HRA), Dearness Allowance (DA), Travel Allowance (TA), or medical benefits shall be applicable. However, candidates undertaking field assignments duly approved by the Coordinator will be reimbursed TA/DA as per the prescribed norms stated in the offer of engagement.

### B. Terms and Nature of Engagement:

1. **Contractual Agreement:**

Upon selection, the candidate will be required to sign a formal contractual agreement with the Design Innovation Centre (DIC), School of Planning and Architecture, New Delhi. This agreement shall include a confidentiality clause and will define the scope, expectations, and responsibilities of the engagement.

2. **Duration and Extension:**

The initial engagement will be for a period of **11 months** from the date of joining. Based on periodic performance evaluations, the contract may be extended. The maximum permissible engagement under this arrangement shall not exceed **five years** in total.

3. **Termination Clause:**

Either party may terminate the engagement by providing **one month's prior notice** or payment in lieu thereof. Any violation of the contractual terms, including misconduct or breach of confidentiality, shall be grounds for immediate termination and may render the individual ineligible for future engagements with the Centre.

4. **Disclaimer:**

The DIC reserves full discretion to accept or reject any application without providing any justification. Appearing for the selection process without fulfilling eligibility criteria will be at the sole risk and cost of the applicant; such applications will be summarily rejected upon verification.

5. **Non-Regular Nature of Engagement:**

This engagement is purely project-based and does not confer any right to seek permanent or regular employment with the institution. No claim for regularization shall be entertained at any stage.

  
(Parag Anand Meshram)  
Coordinator (Design Innovation Center)  
School of Planning and Architecture  
New Delhi 110002