



Sardar Vallabhbhai National Institute of Technology, Surat
AMRUT-II Funded Centre of Urban Planning for Capacity Building

No.E/AMRUT-II/3075

Date: March 13, 2026

WALK-IN INTERVIEW

Advertisement for Walk-in Interview (at SVNIT Website Only)

AMRUT-II Funded Centre of Urban Planning for Capacity Building (CoUPCB), SVNIT, Surat invites candidates for walk-in interview along with Application Form and necessary documents for one post of **Center Assistant (Senior)** for carrying out different activities related to the AMRUT-II Funded Centre of Urban Planning for Capacity Building.

Title of Centre	Centre of Urban Planning for Capacity Building
Name of post	Center Assistant (Senior)
Number of posts	01 (One)
Duration	Initially for a duration of 11 months OR till the end of the project, which ever is deemed to be fit (Purely on contract basis) and further extendable based on performance
Nature of Appointment	Purely on a contract basis
Qualification criteria	• Graduate and Post Graduate in Commerce / Business Administrative or related fields from a recognized university. First Class in Under Graduate and Post Graduate degree. • Minimum two (02) years of relevant, full-time work experience. • Knowledge and awareness of current initiatives of the government project, planning and development. Experience of working with government departments/ agencies, and other public stakeholders. • Good communication skills in English and Local language (written and verbal). Proficiency in Microsoft Office tools, statistical and simulation software. • Ability to work well in multi-disciplinary teams, balance multiple priorities, and work under tight deadlines. • Ability to understand the level of detail essential for a given task. • Age should not exceed 35 years.
Consolidated Salary	Rs. 40,000/- per month (Fixed with all Allowances)
Application process	The eligible interested candidates have to download the application form and bring the hard copy of their filled in applications along with all the original documents and one set of self-attested copies of the original documents on the day of Walk-In-Interview i.e. on 23rd March 2026 .
Venue	Conference Room. 3 rd Floor Administrative Building, SVNIT-Surat-395 007.
Selection Process:	The interested candidates may appear for Walk-In-Interview on 23rd March 2026 . The final selection will be based on the performance of candidate during personal interview at SVNIT-Surat.
General Instructions	I. The engagement would be purely on contract basis. Any claim for absorption at the regular position in the institute will not be entertained at any point of time. II. The engagement will be subject to their medical fitness and police verification. III. The Institute reserve the right to terminate the services of the appointee at any point of time by giving one-month notice or payment of one-month salary in lieu thereof by either side without assigning any reason.

	IV. The appointee will not be entitled for any medical facility/ accommodation or any other type of allowances. V. In case of exigencies of the work, the appointee shall be required to attend the duty on Holidays. No extra remuneration shall be admissible for the same. VI. The Headquarters of the appointee shall be at Surat. VII. The Institute reserves the right to impose any other reasonable conditions to safeguard the interest of the Institute. VIII. Any resultant dispute shall be settled within the jurisdiction of Surat. IX. In case of CGPA/GPA, the applicants are required to enclose the appropriate conversion formula to percentage / CGPA/GPA calculator. In case CGPA conversion table is not available from their graduating institutions, the criteria applicable for SVNIT, Surat will be used for percentage conversion. X. All pages of the hard copy of the application must be numbered and signed by the applicant. The total number of pages in the application form must be written on the first page of the application form. All the supporting documents must also be self-attested. XI. It will be the responsibility of the candidate to provide reliable and independently verifiable documentary evidences along with the application form to support all the information and credentials claimed in the application form. XII. The date for determining the eligibility of candidates in every respect, i.e., qualification, experience, preferred age limit, etc., shall be considered as 23.03.2026. XIII. No TA/DA shall be admissible for appearing in the written test/ Interview/ joining at SVNIT, Surat. XIV. The Institute reserves the right not to fill up the positions, cancel the advertisement in whole or in part without assigning any reason and its decision in the regards shall be final.
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Note:

- (i) The date of Walk-In-Interview is **March 23rd 2026. (Reporting time 9.00 AM)**.
- (ii) The Venue for Walk-In-Interview will be **Conference Room, 3rd Floor Administrative Building, Sardar Vallabhbhai National Institute of Technology, Surat -395 007**.
- (iii) The candidates applying for the post(s) should ensure that they meet all the eligibility conditions; his/her candidature will be summarily rejected.
- (iv) The Institute reserves its right to decide the method of Selection Process depending upon the number of applicants.

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Registrar