



# राष्ट्रीय प्रौद्योगिकी संस्थान जमशेदपुर

## NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR

(An Institute of National Importance under Ministry of Education, Government of India)

Advertisement No. NITJSR/ESS/CD/2023/ 1122

Date: 08 /08 /2023

### RECRUITMENT OF NON-TEACHING STAFF ON REGULAR BASIS THROUGH "CRENIT-2023" CONDUCTED BY NATIONAL TESTING AGENCY

#### INFORMATION BROCHURE FOR RECRUITMENT OF NON- TEACHING POSITIONS

ONLINE APPLICATION IS INVITED FOR THE POST OF ASSISTANT REGISTRAR, SENIOR ASSISTANT, SENIOR TECHNICIAN, JUNIOR ASSISTANT AND TECHNICIAN AS PER RECRUITMENT RULE NOTIFIED BY MHRD VIDE NO. F.35-5/2018/TS. III DATED 04.04.2019.

#### ABOUT THE INSTITUTE

National Institute of Technology Jamshedpur is an Institution of National Importance, by an Act of Parliament (Act 29 of 2007) namely, the National Institutes of Technology Act, 2007, which received the assent of the President of India on the 5th June, 2007. This was formerly known as Regional Institute of Technology (RIT) Jamshedpur and was established on 15th August 1960 with the aim of nurturing young engineers for economic growth of the Nation. NIT Jamshedpur is situated in the western part of the city Jamshedpur. The flowing river Kharkai and picturesque backdrop of low hills on one side, and large tracts of forest on the other side, make the 341.30 acres of rolling campus an ideal place for higher learning and research. NIT Jamshedpur has well qualified faculty and dedicated supporting staff.

1. **PRESCRIBED MINIMUM QUALIFICATION AND EXPERIENCE FOR EACH POSTS ARE AS PER RECRUITMENT RULES NOTIFIED BY MHRD, GOI, NEW DELHI VIDE NO. F.35-5/2018/TS. III DATED 04.04.2019**

#### (ANNEXURE – I).

2. **NAME AND NUMBER OF POSTS FOR EACH CATEGORY**

Sl. No	Name of Post	# No. of Post	Category	Pay Matrix and Basic Pay
<b>Group-‘A’</b>				
01.	ASSISTANT REGISTRAR	01	01 (UR)	Level-10(1), Rs. 56,100/-
<b>Group-‘C’</b>				
01.	SENIOR ASSISTANT	06	05 (UR) 01 (ST)	Level-4(1), Rs. 25,500/-
02.	SENIOR TECHNICIAN	03	01 (UR) 02 (ST)**	Level-4(1), Rs. 25,500/-
03.	JUNIOR ASSISTANT	06	02 (UR) 01 (EWS) 03 (ST)**	Level-3(1), Rs. 21,700/-
04.	TECHNICIAN	02	02 (ST)**	Level-3(1), Rs. 21,700/-

## **\*\*Backlog Vacancies**

**# The Institute reserves the right not to fill up any of the vacancies advertised or cancel the advertisement. Note:**

- **The Minimum age limit for all the posts are 18 years and Relaxation in upper age limit will be as per GoI norms.**
- **NTA is likely to provide services for application portal, admit cards, computer based tests etc.**
- **Minimum Educational Qualifications required for applying on the advertised posts are mentioned in Annexure-II.**
- **Syllabus for Common Recruitment Examination (in NITs) i.e. CRENIT-2023 has been uploaded on website i.e. <https://crenit.samarth.ac.in>**

### **3. FACILITIES EXTENDED TO THE EMPLOYEES OF NIT JAMSHEDPUR**

Facilities are extended to employees of NIT Jamshedpur as per NIT Act and Statutes as well as decisions of the BOG of the Institute/relevant orders from Department of Education, New Delhi.

### **4. Application Fee:**

Application Fee (AF) shall be as given below:

- |  |   |             |
|--|---|-------------|
| a) General/ OBC-NCL Category Applicants  | - | Rs. 1,000/- |
| b) EWS/ SC/ ST/ PwBD Category Applicants | - | Rs. 500/-   |

Note – Application Fee is to be paid to NTA through online mode as per the instruction available on NTA website. No payment will be received by the Institute.

\*Note:

**Crucial date for determination of eligibility shall be the last date prescribed for the receipt of ONLINE applications.**

### **IMPORTANT CONDITIONS**

**The Applicant should ensure the following:**

- 1. ESSENTIAL QUALIFICATION & EXPERIENCE:** The Applicant must fulfil the essential qualification & experience for the Post as mentioned above as well as other conditions stipulated in this Advertisement. The Applicant is advised to satisfy himself/ herself before applying that he/she possess at least the essential qualification / experience as laid down for the post. No inquiry asking for advice as to eligibility will be entertained.

**(NOTE:** The prescribed essential qualification(s)/experience are the minimum and the mere possession of the same does not entitle candidates to be considered for appointment or interview).

## **2. ELIGIBILITY FOR AVAILING RESERVATION:**

- a) Candidates seeking reservation/relaxation benefits available for SC/ST/OBC/EWS/ESM/PWD must ensure that they are entitled to such reservation/relaxation as per eligibility prescribed in the relevant Rules/instructions of the Vacancy Notification. They should also be in possession of all the requisite certificates in the prescribed format in support of their claim as stipulated in the relevant rules/instructions for such benefits and **these certificates should be dated earlier than the due date i.e. closing date of the online application.**
- b) No change in the community status already indicated in the on-line application/offline application form by a candidate for this post will be allowed.
- c) The Candidature of an Applicant claiming reservation under one of these categories shall be summarily rejected in case it is found at any stage of the Application process or recruitment process that his/ her Application is not supported by valid certificates as above.

## **3. CITIES FOR EXAM CENTRES FOR CBT: -** Effort will be made to allot

Centre of Examination to the candidates in order of the City choice opted by them in their Application Form. However, due to administrative reasons, a different city/district of nearby area may be allotted at the discretion of NTA. Choices once exercised will not be changed under any circumstances. NTA reserves the right to allot a candidate an exam city, other than the one opted by him/her, if need be depending on administrative exigencies. NTA reserves the right to cancel/ merge any exam city/centre if need be, depending on administrative exigencies. The Examination City Centre, once opted, shall not be changed. The decision of the NTA regarding allotment of Centre, Date and Shift shall be final. No further correspondence or request shall be entertained in such case.

## **4. GENERAL CONDITIONS FOR THE APPLICANTS:**

- 4.1 Applicants should possess the prescribed qualification and experience for the respective post as on the closing date of application. Shortlisted candidates would be required to produce specific certificates in Original as per eligibility conditions of the NIT Jamshedpur.
- 4.2 Those who are in employment with State/Central Govt./PSU/Autonomous Bodies, etc. must submit a “NO OBJECTION CERTIFICATE” from their respective employers at the time of verification of documents. Failure to submit by due date will lead to cancellation of candidature.
- 4.3 Canvassing in any form will be a disqualification.
- 4.4 In case of any dispute/ambiguity that may occur in the process of selection, the decision of the NIT Jamshedpur shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the advertisement.
- 4.5 Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of respective Courts where the NIT Jamshedpur is located only.

- 4.6 Intimation to the concerned candidates regarding admit card, date/time/place of CBT will be communicated by NTA through its Website, i.e. <https://recruitment.nta.nic.in> and/or <https://crenit.samarth.ac.in> and/or <https://www.nitjsr.ac.in>.
- 4.7 The number/category/recruitment mode of posts advertised may increase/decrease/change, and the NIT Jamshedpur reserves the right not to fill up some or all posts advertised, if the circumstances so warrant.
- 4.8 In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing an appointment letter, the NIT Jamshedpur reserves the right to modify/withdraw/cancel any communication made to the applicant.
- 4.9 In anticipation of the huge number of applicants, scrutiny of the eligibility criteria etc. will not be undertaken at the time of Recruitment Examination. Therefore, the applications shall be accepted provisionally. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible as per advertisement published/uploaded by the NIT Jamshedpur before applying. Otherwise their candidature will be cancelled at any stage if any information or claim is not found substantiated including when the scrutiny/verification of documents is undertaken by the NIT Jamshedpur.
- 4.10 Applicants must NOT furnish any particulars that are false, tampered or fabricated, or suppress any material / information while submitting the application and self-certified copies/testimonials.
- 4.11 Based on the declaration made by the candidate in their Online/Offline Registration Form/Application Form, they will be provisionally declared eligible to appear in the Recruitment Examination in Computer Based Test (CBT) mode. All Selection will be made in order of merit. Qualified/selected candidates are subject to multi stage document verification. If anyone is found not fulfilling the prescribed qualification/experience etc. claimed and any other eligibility criteria as per the advertisement published/uploaded, at any stage of process, his/her candidature will be treated as cancelled without any further notice.
- 4.12 Candidates will be allowed to appear in the test provisionally. Mere appearing in the CBT/Interview (as the case may be) and qualifying the test is not the criteria for calling for Interview. It will be subject to fulfillment of all eligibility qualification/conditions and verification of documents. Further, in case it is found that the documents/information submitted by the candidate are false or the candidate has suppressed relevant information, the services/candidature of the candidate shall be terminated without prejudice to any other action initiated by the NIT Jamshedpur.

- 4.13 No TA/DA will be paid to the Candidate(s) for appearing in the CBT/Skill Test/ Interview / Physical Document Verification/ Joining (post selection).
- 4.14 If it is found at any stage of the recruitment process or even after appointment that a successful Candidate has furnished incorrect information/ document(s) as mentioned/ claimed in his / her online application form in support of eligibility criteria [(essential qualification(s), experience, category certificate /PwD certificate, etc. (wherever applicable)], his / her candidature / appointment (as the case may be) shall be forfeited and he / she shall be liable for penal actions as per law.
- 4.15 Information uploaded on the website shall not be provided to the candidate or any other person under R.T.I. Act, 2005. The information uploaded on the website shall remain for a specific period only. Therefore, the candidates are advised to download the uploaded information and keep with them for future. In due course of examination or in midway of process, neither any application under Right to Information Act, 2005 shall be entertained nor will information be provided. Factual information under R.T.I., Act shall be provided only after declaration of final result. Inferential questions or Speculative questions shall not be answered in RTI.
- 4.16 The minimum qualification with regard to academic qualification and experience for all positions advertised herewith shall be as given for each post. However, institute may decide the minimum academic qualification and experience to short-list the number of candidates to be called for selection procedure.
- 4.17 Candidates, who wish to apply for more than one post, should apply separately for each post in the prescribed manner and separate application with fee must be deposited for each post
- 4.18 The Institute has the right to set higher norms than minimum while shortlisting, taking into account the specific requirements of the institute and shall be binding on all the applicants. The decision of the Institute related to all matters pertaining to the recruitment shall be final and binding on the applicants
- 4.19 The date for determining eligibility of candidates in every respect i.e. qualifications, experience and age limit etc. shall be considered as on the closing date, i.e. the last date of the submission of online application form
- 4.20 Age relaxation will be given to SC/ST/OBC/PWD/ESM persons as per Govt. of India norms
- 4.21 Any vigilance/criminal/disciplinary cases should not be pending against the candidates working in any Government organization/Autonomous body/Semi Govt./PSUs/ Universities/Educational Institutions. Such cases will not be considered
- 4.22 The original degrees/certificates/proof of date of birth and other testimonials towards fulfilment of specified eligibility conditions shall be required to be produced by the candidate, at the time of their Skill Test/Interview

- 4.23 Application form (containing fee payment details) & e-receipt should be printed by the candidate and kept for reference with him/her.
- 4.24 Candidates should ensure that their Name, Father's Name, Date of Birth should exactly match as recorded in Matriculation or equivalent certificate. In case any candidate has formally changed the name, then gazette notification or any other legal document, as applicable should be submitted at the time of Document Verification
- 4.25 Please further ensure that candidates fulfil all the eligibility criteria (like age, qualification, experience, category certificate, etc.) as stipulated in our advertisement. If candidate fails to meet any of the eligibility criteria as stated in the advertisement for the post, the candidature will be cancelled. The decision of the Competent Authority in this regard would be final. Only shortlisted candidates will be called/intimated for the selection process. The applicants shall ensure that a valid e-mail ID is provided in the application form for correspondence by the Institute.
- 4.26 All recruitment and pay-fixation shall be done by the Board of Governors (BOG) of the Institute only on the recommendations of duly constituted Selection Committees. The Decision of the Appointing Authority shall be final. There shall be no scope of fixing of altering pay (Pay Matrix & Basic Pay) outside the Selection Committee
- 4.27 Higher starting Pay Matrix & Basic Pay may be offered to deserving candidates on recommendation of the Selection Committee upon approval of the Board of Governors as applicable
- 4.28 No interim queries regarding Selection Process will be entertained at any stage
- 4.29 Candidates must be in sound health. They must, if selected, be prepared to undergo such medical examination and satisfy such medical authority as the Institute may require
- 4.30 The appointment of candidates on regular basis shall be governed by New Pension Scheme (NPS) {applicable on organizations established on or after 01.01.2004}
- 4.31 Request for conduct of personal interview through video conferencing / Whatsapp or any electronics mode will not be considered.
- 4.32 Interview/Skill Test/Trade Test (wherever applicable) shall be conducted by NIT Jamshedpur and its details will be uploaded soon on Institute website.

## **5. ONLINE APPLICATION PROCEDURE:**

- 5.1 Applicants can apply ONLINE only. The procedure to be followed for filling up the application is given below: -
- 5.2 Visit Websites: <https://recruitment.nta.nic.in> and/or <https://crenit.samarth.ac.in> and/or [www.nitjsr.ac.in](http://www.nitjsr.ac.in) for applying Online (Applications received through any other mode would not be accepted and summarily rejected).

- 5.3 Carefully go through this Vacancy Notification Circular to see whether you are eligible for the post for which you intend to apply.
- 5.4 Keep the relevant information / documents ready before filling up the Online Application Form.
- 5.5 Follow the steps given below:
- Step-1:** Apply for Online Registration using own Email Id and Mobile No
- Step-2:** Fill in the Online Application Form and note down the system generated Application Number.
- Step-3:** Upload scanned images of: (i) the recent photograph (file size 10Kb – 200Kb) should be either in colour or black & white with 80% face (without mask) visible including ears against white background in jpg format; (ii) candidate's signature (file size: 4kb - 30kb) in jpg/jpeg format; (iii) Class X Certificate for date of birth proof (file size: 50kb to 300kb); (iv) Certificate in support of essential qualification(s) (file size : 50kb to 300 kb); (v) experience certificate(s) (file size : 50 kb to 300 kb) (vi) Category / SubCategory Certificate (SC/ST/OBC/EWS/PwD /Ex-Serviceman) wherever applicable (file size: 50kb to 300KB) ; in PDF.
- Step-4:** Pay Fee using the Payment Gateway through Debit Card/Credit Card/Net Banking/UPI and keep proof of fee paid safely for future reference.
- 5.6 In case the Confirmation Page is not generated after payment of prescribed Fee, then the candidate should approach the concerned Bank/Payment Gateway integrator for ensuring the successful payment.
- 5.7 In spite of above, if successful transaction is not reflected on the Portal, the candidate may contact NTA Helpline No. at 011- 40759000/011 -69227700 or write to NTA at [crenit@nta.ac.in](mailto:crenit@nta.ac.in) If the payment issue is still not resolved, the candidate may pay second time.
- 5.8 However, any duplicate payment received from the candidate by NTA in the course of said transactions will be refunded through the same payment mode through which the duplicate payment is received, after fee reconciliation by NTA.
- 5.9 Download and print a copy of Confirmation Page of the Application Form for future reference.

5.10 All the 4 Steps can be done together or at separate timings. The submission of Application of a candidate could be considered as successful only when Confirmation Page is generated by you.

(Note:- The applicant is required to keep a copy of Confirmation Page of the Application in safe custody for producing / submitting the same to the NIT Jamshedpur later along with a copy of the Admit Card as well as the supporting documents in respect of entries made by him/her with regard to his / her date of birth / educational qualification / SC/ST/OBC/EWS certificate (if applicable) /experience certificate/ NOC from the employer (wherever applicable), etc. The applicant must ensure that the supporting documents uploaded with the online application are clearly legible and visible for reading.)

5.11 Last date for filling the online application is 06<sup>th</sup> September, 2023.

**Sd/-  
Registrar**



Recruitment Rules (2019) for the post of ASSISTANT REGISTRAR in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Assistant Registrar
2.	Number of Post(s)	As per sanctioned strength
3.	Classification	Group - A
4.	Scale of Pay (Grade Pay, Band Pay)	PB: 3 (Rs.15,600-39,100) with Grade Pay of Rs.5400/-. After five years of service as Assistant Registrar with GP of Rs.5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	Not exceeding 35 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.
7.	Educational and other qualifications required for direct recruits	<p><b>Essential:</b></p> <p><b>Educational Qualification &amp; Experience:</b> Master's degree in any discipline with at least 55% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University / Institute.</p> <p>Or</p> <p>Employees serving as Superintendent (SG-I) / Private Secretary (NFG) in PB-2, GP of Rs.5400/- with at least two years regular service or Superintendent (SG-II) / Private Secretary (NFG) in PB-2 GP of Rs.4800/- with at least five years regular service with Master's degree.</p> <p><b>Desirable:</b></p> <p>i) Qualification in area of Management / Engineering / Law. ii) Experience of working in E-Office system. iii) A Chartered or Cost Accountant for the post of Assistant Registrar (Finance &amp; Accounts).</p>

Sl.No.	Particular	Criteria
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational qualification: No, but must possess at least Master's degree in any discipline or its equivalent from a recognized University/Institute
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes.
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment failing which by deputation (including Short Term contract)  25% by Promotion failing which by deputation (including Short Term contract).
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	<b>Promotion:</b> Employees of the Institute serving as Superintendent (SG-I) / Private Secretary (NFG) in PB-2, GP of Rs.5400/- with at least two years regular service or Superintendent (SG-II) / Private Secretary (NFG) in PB-2 GP of Rs.4800/- with at least five years regular service and working performance record (APAR), through prescribed test and interview.  <b>Deputation (including Short Term Contract):</b> Officers from the Central / State Governments or Institute of national importance or Universities / University level Institution or Govt. laboratory or PSU a) Holding analogous post and b) Possessing educational qualification as prescribed in Row 7.
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, the First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

K. Boyji

**Recruitment Rules (2019) for the post of SENIOR ASSISTANT in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Senior Assistant</b>
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, Band Pay)	PB: 1 (Rs.5,200 - 20,200/-) with Grade Pay of Rs.2400/-.
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	33 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	Senior secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.  <b>Desirable:</b> Proficiency in other computer skills, stenography skills, Bachelor's degree.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational Qualifications: No, but must possess at least 10+2 and having proficiency in Computer Word Processing.
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	50% by Promotion. 50% by Direct Recruitment
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	<b>Promotion</b> At least 5 years regular service as Junior Assistant in PB-1, GP 2000/- or at least 5 years combined service of Office Attendant (SG-II) and Junior Assistant) in PB-1, Grade Pay of Rs.2000/- through DPC and working performance record (APAR), through prescribed test and interview.

*K. Raju*

Sl.No.	Particular	Criteria
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

*K. Raju*

**Recruitment Rules (2019) for the post of SENIOR TECHNICIAN in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Senior Technician</b>
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, Band Pay)	PB: 1 (Rs.5,200 - 20,200) with Grade Pay of Rs.2400/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 33 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	<b>Essential:</b> Senior secondary (10+2) with Science from a recognized board with at least 60% marks Or Senior secondary (10+2) from a recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade. Or Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade. Or Diploma in Engineering of three year's duration in relevant field from a recognized Polytechnic / Institute. <b>Desirable:</b> Bachelor's degree
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational Qualifications: No. However must possess any of the qualifications mentioned in Row 7 without insisting on percentage of marks/class.
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	50% by Promotion.  50% by Direct Recruitment

*K. Raju*

Sl.No.	Particular	Criteria
11.	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/ absorption to be made	<b>Promotion :</b> At least 5 years regular service as Technician in PB-1, GP 2000/- or at least 5 years combined service of Lab. Attendant (SG-II) and Technician in PB-1, Grade Pay of Rs.2000/- through DPC and working performance record (APAR), through prescribed test and interview.
12.	If DPC exists, what is its composition	As per provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

*K. Raju*

**Recruitment Rules (2019) for the post of JUNIOR ASSISTANT in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Junior Assistant</b>
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, Band Pay)	PB : 1 (Rs.5,200 - 20,200/-) with Grade Pay of Rs.2000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	27 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	Senior secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.  <b>Desirable:</b> Proficiency in other computer skills; stenography skills.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Age bar: Not applicable Qualifications and Experience: No, but must possess at least 10+2 and having proficiency in Computer Word Processing.
9.	Period of probation, if any	1 Year for direct recruits as per NIT Statutes
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment. 25% by Promotion.
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	<b>Promotion:</b> Office Attendant (SG-II) with at least 2 years regular service with Grade Pay of Rs.2000/- through DPC and working performance record (APAR), through prescribed test and interview.

*K. Raju*

Sl.No.	Particular	Criteria
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

*K. Rajin*



**Recruitment Rules (2019) for the post of TECHNICIAN**

Sl.No.	Particular	Criteria
1.	Name of the Post	Technician
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, Band Pay)	PB :1 (Rs.5,200 - 20,200/-) with Grade Pay of Rs.2000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	27 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	<b>Essential:</b> Senior secondary (10+2) with Science from a Government recognized board with at least 60% marks Or Senior secondary (10+2) from a Government recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade. Or Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade. Or Diploma in Engineering of three year's duration in relevant field from a Government recognized Polytechnic / Institute.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational Qualifications: No. However, must possess at least Senior Secondary with Science or Secondary and ITI certificate of 2 years duration in appropriate trade.
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	i) 75% Direct recruitment ii) 25% by Promotion.

*K. Rajan*

Sl.No.	Particular	Criteria
11.	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/ absorption to be made	<b>Promotion:</b> Lab Attendant (SG-II) with at least 2 years regular service with Grade Pay of Rs.2000/- through DPC and working performance record (APAR), through prescribed test and interview.
12.	If DPC exists, what is its composition	As per provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

*K. Raju*

Qualifications for the advertised posts as per NIT RR 2019 are given below: -

Sl.	Description	
1.	<b>Name and pay level of the post: Assistant Registrar, Group A, Pay Level-10 &amp; Upper Age Limit- 35 yrs.</b>	
	Essential:	Masters' degree in any discipline with at least 55% marks or its equivalent Grade in the CGPA/UGC point scale with good academic record from a recognized University / Institute. or Employees serving as Superintendent (SG-I) / Private Secretary (NFG) in PB-2, GP of Rs.5400/- with at least two years regular service or Superintendent (SG-II) / Private Secretary (NFG) in PB-2 GP of Rs.4800/- with at least five years regular service with Master's degree.
	Desirable:	(i) Qualification in area of Management / Engineering / Law. (ii) Experience of working in E-Office system. (iii) A Chartered or Cost Accountant for the post of Assistant Registrar (Finance and Accounts)
2.	<b>Name and pay level of the post: Senior Assistant, Group C, Pay Level-04 &amp; Upper Age Limit- 33 yrs.</b>	
	Essential:	Senior secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.
	Desirable:	Proficiency in other computer skills, stenography skills, Bachelor's degree.
3.	<b>Name and pay level of the post: Senior Technician (Metallurgical &amp; Materials Engg., Production &amp; Industrial Engg. and Chemistry Departments), Group C, Pay Level-04 &amp; Upper Age Limit- 33 yrs.</b>	
	Essential:	Senior secondary (10+2) with Science from a Government recognized board with at least 60% marks Or Senior secondary (10+2) from a recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade. Or Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade. Or Diploma in Engineering of three year's duration in relevant field from a Government recognized Polytechnic / Institute.
	Desirable:	Bachelor's Degree

4.	Name and pay level of the post: <b>Technician (Mechanical Engg. and Production &amp; Industrial Engg. Departments), Group C, Pay Level-03 &amp; Upper Age Limit- 27 yrs.</b>				
	<table border="1"> <tr> <td data-bbox="264 163 467 604">Essential</td> <td data-bbox="467 163 1435 604"> <p>Senior secondary (10+2) with Science from a Government recognized board with at least 60% marks</p> <p style="text-align: center;">Or</p> <p>Senior secondary (10+2) from a Government recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade.</p> <p style="text-align: center;">Or</p> <p>Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade.</p> <p style="text-align: center;">Or</p> <p>Diploma in Engineering of three year's duration in relevant field from a Government recognized Polytechnic / Institute.</p> </td> </tr> </table>	Essential	<p>Senior secondary (10+2) with Science from a Government recognized board with at least 60% marks</p> <p style="text-align: center;">Or</p> <p>Senior secondary (10+2) from a Government recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade.</p> <p style="text-align: center;">Or</p> <p>Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade.</p> <p style="text-align: center;">Or</p> <p>Diploma in Engineering of three year's duration in relevant field from a Government recognized Polytechnic / Institute.</p>		
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5.	Name and pay level of the post: <b>Junior Assistant, Group C, Pay Level-03 &amp; Upper Age Limit- 27 yrs</b>				
	<table border="1"> <tr> <td data-bbox="264 701 467 798">Essential</td> <td data-bbox="467 701 1435 798">Senior secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.</td> </tr> <tr> <td data-bbox="264 798 467 898">Desirable:</td> <td data-bbox="467 798 1435 898">Proficiency in other computer skills; stenography skills.</td> </tr> </table>	Essential	Senior secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.	Desirable:	Proficiency in other computer skills; stenography skills.
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