NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Srinagar Campus: Govt. ITI, Srinagar (Garhwal), Uttarakhand

Advt.No.07/2023

ADVERTISEMENT FOR NON-TEACHING STAFF

1. National Institute of Technology, Uttarakhand, is one among 31 NITs established by the Government of India by an Act of the Parliament, offering UG, PG and Ph.D. programs in Engineering/Technology and Sciences. NIT Uttarakhand is inviting online applications to fill up the various non-teaching vacancies on regular basis.

2. Interested candidates must apply ONLINE only through link on the Institute website https://www.nituk.ac.in. Applications received through any other mode shall not be accepted and summarily rejected. The candidates are advised to download the PDF of the online submitted application form after submission of application form and send hard copy of the downloaded PDF of the filled application form along with the self-attested supported copies of all the documents/certificates by speed post/registered post/courier to NIT Uttarakhand on the following address:

    The Registrar
    National Institute of Technology, Uttarakhand
    Srinagar Campus : Srinagar (Garhwal),
    District- Pauri Garhwal
    Uttarakhand 246174, India

    Last date of online Application is **30/10/2023 upto 05:30 pm** and last date for receiving the Hard Copy of the downloaded PDF of the filled application form along with self-attested supported copies of all the documents/certificates at NIT Uttarakhand is **07/11/2023 upto 05:30 pm**. The envelope containing the application be super scribed as "**APPLICATION FOR THE POST OF _____**".

3. Details of the posts are as under:

S. No.	Name of the Post	No. of post	Category	Pay Matrix & Basic Pay
1.	Superintendent	02	UR-1, OBC-1	6(1), ₹35,400/-
2.	Superintendent **(against lien vacancy)**	01*	UR	6(1), ₹35,400/-
3.	SAS Assistant	01	SC	6(1), ₹35,400/-
4.	Junior Engineer (Civil)	02	EWS-1, OBC-1	
5.	Junior Engineer (Electrical)	01	ST	
6.	Technical Assistant (Computer Science and Engineering)	02	UR-1, SC-1	
7.	Stenographer	01	UR	4(1), ₹25,500/-
8.	Office Attendant	03	UR-1, OBC-1, EWS-1	1(1), ₹18,000/-
	Total	**13**		

Against the lien vacancy for one year, which may be continued.

4. The essential/desirable qualifications, experience and age limit for the above post shall be as per the Recruitment Rules (2019) for non-teaching. The recruitment Rules are enclosed as **Annexure-I.**

NOTE:

(i) One post for PwD category is reserved horizontally.

(ii) The Recruitment Rules (2019) for non-teaching posts are available on Institute website **https://www.nituk.ac.in**. The candidates are advised to refer the same before filling the online application form.

(iii) In case of any discrepancy, the Recruitment Rules (2019) & NIT Act and Statutes shall be followed.

(iv) The Institute reserves the right, not to fill up the post(s) or cancel the advertisement in whole or in part, without assigning any reason. The decision of the Institute in this regard shall be final.

5. Age Limit/Relaxation:

(i) The Maximum age limit for each post shall be as per Recruitment Rules (2019) of NITs.

(ii) The age relaxation to SC/ST/OBC/PWD category candidates and Ex-Servicemen shall be given as per Government of India guidelines.

(iii) Those who were engaged on Ad-hoc /Temporary / contractual / outsourced staff and continue to be in employment of NIT Uttarakhand on the last date of applying online will get age relaxation equivalent number of years of service rendered by him/her subject to fulfilling prescribed educational and experience qualification for the respective post. As per the decision of the Board of Governors vide Agenda Item No. BoG 38.28 of NIT Uttarakhand, this is one time age relaxation and shall be applicable for this advertisement only. Such contract and outsourced workers will have to produce an experience certificate during document verification in support of their claim from respective outsourced agencies engaged by the NIT Uttarakhand from time to time.

(iv) Relaxation in age will be granted to the candidates who were shortlisted as Eligible/Provisionally eligible against Advertisement No.08/2022.

6. General Instructions to the candidates.

(i) The applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the post applied for.

(ii) The Institute will retain online applications data for non-shortlisted candidates only for three months after completion of recruitment process.

(iii) Candidates who wish to apply for more than one post must apply separately for each post in the prescribed manner and separate application must be submitted for each post.

(iv) Request for individual acknowledgements shall not be considered.

(v) NIT Uttarakhand strives to have a workforce which also reflects gender balance and hence, female candidates are especially encouraged to apply.

(vi) Candidates should indicate two references of eminent persons in the field/ profession who may be contacted by the Selection Committee for recommendations about candidate.

(vii) 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 of online submission of application.

(viii) In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of appointment, the Institute reserves the right to withdraw/cancel/modify any communication made to the candidates.

(ix) No Travelling Allowance (TA) shall be paid to candidates for attending selection process.

(x) Persons serving in Government/Semi-Government/Autonomous Bodies/Statutory Bodies/PSUs/PSBs should send their applications either **THROUGH PROPER CHANNEL** or

should furnish a **NO OBJECTION CERTIFICATE** from the Competent Authority of the organization they are serving, at the time of document verification. They can, however, send advance copy of the online filled application form and mention the same on the first page of the application form. In case an advance copy of application is submitted and application through proper channel is not received, the shortlisted candidate will be allowed to appear for Written Test/Trade Test only if he/she brings a No Objection Certificate from his/her present employer. The decision of the selection committee, on this issue, shall be binding on the candidates.

(xi) Original documents along with one set of self-attested copies will have to be produced at the time of document verification.

(xii) The applicants are advised to visit the Institute website **www.nituk.ac.in** regularly. Any addendum/corrigendum shall be posted only on the Institute website. **The list of candidates shortlisted for further participation in the selection process will be displayed only on the Institute website and no separate communication/intimation to the candidates shall be made by the Institute in this regards.**

(xiii) Institute reserves the rights to increase or decrease the number of posts in any category.

(xiv) Incomplete applications or applications without relevant supporting enclosures or applications not in prescribed form or application received late will be out rightly rejected. The Institute will not be responsible for any postal delay. Interim correspondence will not be entertained or replied to.

(xv) All related documents/certificates, in original, proving the eligibility are mandatory to be produced during document verification.

(xvi) The decision of the NIT Uttarakhand in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), selection and allotment of posts to selected candidates will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.

(xvii) The candidate should not have been convicted by any Court of Law.

(xviii) In case any information given or declaration by the candidate is found to be false or if the candidate has willfully suppressed any material information relevant to the appointment, he/she will be liable to be removed from the service and legal action as deemed fit by the appointing authority will be taken against him.

(xix) Legal disputes, if any, with National Institute of Technology, Uttarakhand will be restricted within the jurisdiction of Hon'ble High Court of Uttarakhand only.

(xx) Helpline e-mail ID for technical query related to online form submission or fee submission is **help072023@nituk.ac.in** . Any query submitted through any other mode or made on any other email ID will not be considered

7. Application Fee

(i) The each online application must be accompanied by non-refundable Application Fee of ₹500/- for Sl. No. 1 to Sl. No. 6 and ₹250/- for Sl. No. 7 & Sl. No. 8. The Application Fee should be remitted Online only. The proof of depositing of fee should be submitted along with print out of online application. Please write applicant name on the 'Receipt' before attaching it to the print out of downloaded online application.

(ii) **SC/ST/Women/Divyaang are exempted for payment the application fees.**

(iii) **The shortlisted candidates against advertisement no.08/2022 are also exempted from depositing the Application Fee for which they need to attach the proof of submission of application fee earlier.**

8. **Documents/Certificates**

The self-attested photocopies of the following documents should be sent along with PDF of the online submitted application form. Candidates are also requested to bring one set of self-attested photocopies of following documents along with original documents at the time of document verification.

(i) Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating date of Birth in support of their claim of age. Where date of birth is not available in certificate/mark sheets, issued by concerned Educational Boards, School leaving certificate indicating date of Birth will be considered.

(ii) Higher Secondary / Class XII (or equivalent) board marks sheet.

(iii) Degree certificate along with mark sheets pertaining to all the academic years as proof of educational qualification claimed. In the absence of a particular Degree certificate, mark sheets of the Degree program may be accepted.

(iv) SC/ST category certificate as per Govt. of India guidelines.

(v) OBC certificate as per Govt. of India guidelines. OBC certificate issued on or after 1st April, 2023 shall be considered for reservation under OBC (Non-Creamy Layer) category. The certificate should clearly mention that the candidate belongs to non-creamy layer.

(vi) EWS certificate as per Govt. of India guidelines. EWS certificate issued on or after 1st April, 2023 shall be considered for reservation under EWS category.

(vii) The **Divyaang** candidates shall be required to submit the Disability/Medical Certificate issued by the competent medical authorities for the purpose of employment as per Government of India norms with duly completed application form. Persons suffering from not less than 40% of the disability shall only be eligible for the benefit of reservation under this category. The certificate will be rejected if the disability is less than 40%.

(viii) The **Ex-Servicemen** candidates shall be required to submit the relevant certificate(s) as per Govt. of India guidelines.

(ix) Valid Photo identity card (issued by Govt. agency/last attended Institute or University).

(x) Participation certificate in sports and other activities, if applicable.

(xi) Copy of fee receipt.

(xii) Any other relevant documents in support of the entries filled in application form.

9. **Check List:**

(i) Whether all details in online application form have been filled up correctly?

(ii) Whether Photograph uploaded?

(iii) Whether application fee, if applicable, paid?

(iv) Whether pdf output generated after submitting the application form online printed, signed, and sent by post (Speed post/Registered post/Courier) along with self-attested copies of all documents to the following address on or before **07/11/2023 up to 5:30 PM**.

The Registrar
National Institute of Technology, Uttarakhand
Srinagar Campus : Srinagar (Garhwal),
District- Pauri Garhwal
Uttarakhand 246174, India.

10. **Method of Selection:**

(i) The mode of selection will be through Written Test and Trade Test. A merit list will be prepared on the basis of Written Test and Trade Test.

(ii) **Written Test:** A Written Test will be held in the relevant field of specialization/trade in online mode.

(iii) **Trade Test:** On the basis of marks obtained in the written test, only top 'N' candidates will be shortlisted for the Trade Test. Where N=number of posts x 6. The Trade Test shall be conducted in the relevant specialization/trade.

(iv) Shortlisted candidates shall be called for Written Test and Trade Test. **List of the shortlisted candidates will be published on Institute website i.e. www.nituk.ac.in. No separate communication/intimation to the candidates shall be made by the Institute in this regards. Hence candidates are requested to visit Institute website regularly.**

(v) Candidates must bring Admit Card along with valid ID proof. Candidates are further required to bring all the original documents for verification.

I/c. Registrar

Recruitment Rules (2019) for the post of SUPERINTENDENT in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Superintendent
2.	Number of Post(s)	As per Sanctioned strength.
3.	Classification	Group B
4.	Scale of Pay (Grade Pay, Band Pay)	PB : 2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.4200/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	30 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	**Essential:** i) First Class Bachelor's Degree or its equivalent from a recognized University or Institute in any discipline Or Master's Degree in any discipline from a recognized University or Institute with at least 50% marks or equivalent grade ii) Knowledge of Computer applications viz., Word processing, Spread Sheet.
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 Bachelor's Degree or its equivalent from a recognized University or Institute in any discipline
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% by direct Recruitment 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	**Promotion:** Assistant (SG-I) with 2 years regular service with Grade Pay of Rs.4200/- through DPC and working performance record (APAR), through prescribed test and interview.

[NITROVANYO RR, Pay Anomaly & CAS/20 III 2019 - Annexure of New RRs (Non Faculty) - Final doc]

Sl.No.	Particular	Criteria
		Deputation (including short term Contract): Officers of the Central/State Govt. or similar organized services/semi-Govt./PSU/ autonomous organization/ University/ Institute of national importance: a) i) holding analogous post; or ii) 2 years regular service with Grade Pay of Rs.4200/- as Assistant (SG-I) or its equivalent post. b) Possessing educational qualification as prescribed in Row 7.
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

Sl.No.	Particular	Criteria
1.	Name of the Post	Jr. Engineer / SAS Assistant / Library and Information Assistant
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - B
4.	Scale of Pay (Grade Pay, Band Pay)	PB -2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.4200/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	30 years.
7.	Educational and other qualifications required for direct recruits	**Essential:** **A. Junior Engineer** First Class B.E. / B.Tech. in Civil/Electrical Engineering from a recognized University or Institute. OR First Class Diploma in Civil/Electrical Engineering with excellent academic record **B. SAS Assistant** (i) First Class Bachelor's Degree in Physical Education from a recognized University or Institution. (ii) Strong record of participation in sports and drama / music / films / painting / Photography / journalism event management or other student/ event management activities during college / University studies. **C. Library & Information Assistant** First Class Bachelors Degree in Science /Arts/ Commerce from recognized University /Institute and Bachelor's Degree in Library and Information Science. **Desirable (for C only):** Post Graduate Diploma in Library Automation and Networking, PGDCA or equivalent from a recognized Institution.
8.	Whether age and educational qualifications prescribed for direct	Not Applicable

[MHRD/BAND/WR, Pay Anomaly & CAS DG 02 2019 - Annexure of New RRs (Non-Faculty) - Final.docx]

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Sl.No.	Particular	Criteria
	recruits will apply in the case of promotees	
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	100% direct recruitment
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Not Applicable
12.	If DPC exists, what is, its composition	Not Applicable.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

K. Rajan

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

Sl.No.	Particular	Criteria
1.	Name of the Post	**Technical Assistant**
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - B
4.	Scale of Pay (Grade Pay, Band Pay)	PB -2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.4200/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	30 years. Note:- Relaxable for Departmental Candidates up to five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	**Essential:** First Class or equivalent Grade in B.E. / B.Tech. / MCA in relevant subject from a recognized University / Institute. Or First Class Diploma in Engineering in relevant Field with excellent academic record Or First Class Bachelor's Degree in Science from a recognized University or Institute Or Master's Degree in Science from a recognized University or Institute with at least 50% marks or equivalent grade
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	**Age bar:** Not applicable **Educational Qualification:** 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	75% by direct Recruitment 25% by Promotion, failing which by deputation (including short term contract).

[MHRD/BA/H3/498, Pay Anomaly & CAB/25.02.2019 - Annexure of New RRs (Non Faculty) - Final.docx]

Sl.No.	Particular	Criteria
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	**Promotion:** At least 2 Years regular service with Grade Pay of Rs.4200/- as Technician (Selection Grade-I) through DPC and working performance record (APAR), through prescribed test and interview. **Deputation (including short term Contract):** Officers of the Central/State Govt. or similar organized services/semi-Govt./PSU/ autonomous organization/ University/ Institute of national importance: a i) holding analogous post; or ii) 6 years regular service with Grade Pay of Rs.2800/- as Technician (SG-II) or its equivalent post. 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, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

K.loji

Recruitment Rules (2019) for the post of STENOGRAPHER in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Stenographer
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	27 years
7.	Educational and other qualifications required for direct recruits	**Essential**: Senior secondary (10+2) from a recognized board with minimum speed in short hand 80 w.p.m. in Stenography. **Desirable**: Proficiency in Computer Word processing and spread sheet with advance skills.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
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	100% Direct Recruitment.
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Not Applicable
12.	If DPC exists, what is its composition	Not applicable.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Recruitment Rules (2019) for the post of LAB ATTENDANT / OFFICE ATTENDANT in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Office Attendant / Lab Attendant
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.1800/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 27 years
7.	Educational and other qualifications required for direct recruits	**Essential:** **Office Attendant** Senior secondary (10+2) from a recognized board. **Lab Attendant** Senior secondary (10+2) in Science from a recognized board.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable
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	100% Direct Recruitment
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Not Applicable
12.	If DPC exists, what is its composition	Not applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable