



राष्ट्रीय प्रौद्योगिकी संस्थान रायपुर  
NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR  
(An Institute of National Importance)  
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No./NITRR/R-1/Advt./2023/ 135

Raipur, Date: 30/6/2023

**Recruitment Notice**

National Institute of Technology Raipur is an Institute of National Importance under the aegis of Ministry of Education – Government of India. Applications in the prescribed format are invited from the Indian Nationals for recruitment to the following Non- Faculty positions in the Institute.

Regular Appointment:								
S. No.	Name of the post	Pay Level	Number of Vacancies					
			UR	SC	ST	OBC	EWS	Total
1.	Medical Officer	Pay Level-10 (PB-3, GP Rs. 5400/-)	1	0	0	0	0	1
2.	SAS Officer	Pay Level-10 (PB-3, GP Rs. 5400/-)	1	0	0	0	0	1
Total			2	0	0	0	0	2

Appointment on Deputation for 3 Years:				
S. No.	Name of the post	Pay Level	No. of Post	Period of Deputation
1.	Technical Assistant	Pay Level-6 (PB-2, GP Rs. 4200/-)	5	3 Years
2.	Senior Technical Assistant	Pay Level-7 (PB-2, GP Rs. 4600/-)	9	3 Years
3.	Assistant Engineer	Pay Level-7 (PB-2, GP Rs. 4600/-)	1	3 Years
4.	Assistant Engineer (SG-II)	Pay Level-8 (PB-2, GP Rs. 4800/-)	1	3 Years
5.	Technician	Pay Level-3 (PB-1, GP Rs. 2000/-)	7	3 Years
6.	Technician (SG-II)	Pay Level-5 (PB-1, GP Rs. 2800/-)	13	3 Years
7.	Technician (SG-I)	Pay Level-6 (PB-2, GP Rs. 4200/-)	7	3 Years
8.	Personal Assistant	Pay Level-6 (PB-2, GP Rs. 4200/-)	1	3 Years
9.	Senior Personal Assistant	Pay Level-7 (PB-2, GP Rs. 4600/-)	1	3 Years
10.	Senior Assistant	Pay Level-4 (PB-1, GP Rs. 2400/-)	4	3 Years
11.	Assistant (SG-II)	Pay Level-5 (PB-1, GP Rs. 2800/-)	4	3 Years
12.	Assistant (SG-I)	Pay Level-6 (PB-2, GP Rs. 4200/-)	1	3 Years
13.	Senior Stenographer	Pay Level-5 (PB-1, GP Rs. 2800/-)	3	3 Years
14.	Stenographer (SG-II)	Pay Level-6 (PB-2, GP Rs. 4200/-)	2	3 Years
15.	Stenographer (SG-I)	Pay Level-7 (PB-2, GP Rs. 4600/-)	1	3 Years
16.	Senior Office Attendant/ Senior Lab Attendant	Pay Level-2 (PB-1, GP Rs. 1900/-)	9	3 Years
17.	Office Attendant (SG-II)/ Lab Attendant (SG-II)	Pay Level-3 (PB-1, GP Rs. 2000/-)	5	3 Years
18.	Office Attendant (SG-I)/ Lab Attendant (SG-I)	Pay Level-4 (PB-1, GP Rs. 2400/-)	1	3 Years
Total			75	

Please read further detailed information from the Institute website [www.nitrr.ac.in](http://www.nitrr.ac.in).  
Last date of receipt of application is on or before 31/7/2023. Candidates are requested to regularly visit the Institute website i.e., [www.nitrr.ac.in](http://www.nitrr.ac.in) for updated information regarding the recruitment.

–Sd–  
Registrar (I/c)

<b><u>Distribution of Non-Teaching Post (on Deputation) in Departments</u></b>						
S.No.	Department	Non-Teaching Post on Deputation				
		Technical Assistant (5)	Senior Technical Assistant (9)	Technician (7)	Technician (SG-II) (13)	Technician (SG-I) (7)
1	Architecture		1		1	
2	Bio-Technology				1	
3	Biomedical Engineering		1		1	
4	Chemical Engineering	1	1		1	
5	Civil Engineering		1	2	2	1
6	Computer Science & Engineering	1		1	1	
7	Electrical Engineering		1		1	1
8	Electronics & Communication Engineering	1				1
9	Information Technology				1	1
10	Mechanical Engineering		1		1	1
11	Mechanical Engineering (Workshop)			1		
12	Metallurgical & Materials Engineering			1	1	1
13	Mining Engineering			1	1	
14	Computer Application	1	1		1	
15	Chemistry	1		1		
16	Physics		1			
17	Applied Geology		1			
18	Central Computer Centre					1
	<b>Total</b>	<b>5</b>	<b>9</b>	<b>7</b>	<b>13</b>	<b>7</b>



**Registrar (I/c)**  
**NIT Raipur**

Copy to:

1. The Director, NIT Raipur for kind information.
2. Dean (FW), NIT Raipur for kind information.
3. Joint Registrar, NIT Raipur for kind information.
4. Dy. Registrar (F&A), NIT Raipur for information and necessary action.
5. Chairman, Website for uploading.

## GENERAL CONDITIONS

1. The candidates are required to apply in the prescribed format available at Institute website with complete information, original demand draft and with all necessary self-attested documents in an envelope duly super-scribed "Application for the post of ....., Department Name (if applicable)" and send through speed post or registered post to "The Registrar, NIT Raipur, GE Road, Raipur, 492010 (Chhattisgarh)" and must reach by **31 / 07/2023**.
2. Application fee of Rs. 500/- in the form of demand draft from any nationalized bank in favor of **Director, NIT Raipur** payable at Raipur must accompany the application. The DD should be drawn on or after the date of advertisement but before the last date prescribed for the receipt of the applications. Candidate shall write his/her Name, Contact Number, Post applied on the reverse side of the Demand Draft without fail.
3. Application fee once received by the Institute will not be returned under any circumstances.
4. Candidates applying for more than one post are required to submit separate application form and fee. The applicant must ensure that he/she fulfills the eligibility conditions for the post on or before the closing date. Application submitted for a particular post is not transferable to any other post.
5. The applicant will be responsible for the authenticity of submitted information, other documents and photograph. Submission of any false and/or suppression / concealment of facts shall lead to rejection/cancellation of selection/recruitment.
6. The Institute reserves the right to utilize the services of candidates in any department/section of the Institute, at any point of time.
7. The age limit and qualifications/experience etc. for all the posts shall be determined as on the last date of submission of applications forms. However, age relaxation will be considered in case of SC/ST/OBC (Non-Creamy Layer)/PWD and Ex-servicemen as applicable in Central Government.
8. Any application without required certificates/testimonials and without SC/ST/OBC (Non-Creamy Layer)/EWS/PWD certificate issued by the competent authority is liable to be rejected summarily.
9. Mere fulfillment of the required qualifications and experience, etc. does not entitle a candidate to be called for interview/selection.
10. The Institute reserves the right to restrict the number of candidates for test(s)/interview(s) to a reasonable limit on the basis of qualifications and experience, higher than those prescribed in this advertisement, and/or as per merit decided by scrutiny committee. The Institute may conduct written Test or any kind of preliminary test and only those candidates who qualify the said tests will be called for interview.
11. The Institute reserves the right to increase or decrease the number of advertised posts at the time of selection. The Institute also reserves the right not to fill any or all the posts advertised and to reject any or all the applications without assigning any reason.
12. Candidates working in Central/State/UT Government Organizations/PSUs/Autonomous Bodies should send their application through proper channel. An advance copy may be sent directly, if necessary, along with the requisite documents and application fee. However, in such cases the candidates (if shortlisted) must produce the NOC at the time of Final Selection Test and/or Interview, as may be notified by the Institute. All Certificates, Degrees, NOC and other documents must be produced in originals at any time, as may be notified by the Institute.

13. No correspondence/queries will be entertained from candidates regarding postal delays, conduct and result of test(s)/interview(s) and reasons for not being called for test(s)/interview(s)
14. The Institute reserves the right to rectify any discrepancy in the pay, Pay Level, etc. if found later on.
15. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidate.
16. The appointment of selected candidates is subject to being found medically fit and sound in health for the services in the institute which shall be examined through a medical examination by the medical board/senior medical officer/medical officer of the institute as the case may be. The medical examination may be undertaken before joining the post.
17. Application received after the last date, incomplete in any respect, not accompanied by self-attested copies of the required documents and enclosures submitted after closing date will not be considered.
18. Updates/ information/corrigendum/addendum will be published on the institute website only. The Institute will not be responsible in any manner if a candidate fails to visit/access the website in time. Candidates are requested to regularly visit the Institute website i.e., [www.nitr.ac.in](http://www.nitr.ac.in) for updated information regarding the recruitment.
19. Reservation for SC/ST/OBC (Non-Creamy Layer)/EWS /PWD/Ex-Serviceman is as per the Central Government Rules.
20. Canvassing in any manner would entail disqualification of the candidature.
21. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final. No correspondence will be entertained from the candidates.
22. Any dispute regarding recruitment will fall under the jurisdiction of District Court, Raipur.
23. Any revision in Recruitment Rules issued till the date of interviews for the said post or other relevant notifications, if any, issued by MoE shall also be applicable.



**Registrar (I/c)**  
**NIT Raipur**

Copy to:

1. The Director, NIT Raipur for kind information

**Recruitment Rules (2019) for the post of MEDICAL OFFICER in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Medical Officer
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/- + NPA as per Govt. instructions. After 5 years of service as Medical Officer with GP of 5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of 6600/- with the same designation.
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	35 years
7.	Educational and other qualifications required for direct recruits	<p><b><u>Educational qualification and Experience:</u></b></p> <p><b><u>Essential:</u></b>  <b><u>Educational qualification:</u></b>                      MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p><b><u>Desirable:</u></b>                      Post Graduate Qualification, preferably MD in General Medicine, or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p>
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	100% Direct Recruitment failing which through deputation (including Short Term contract)

Sl.No.	Particular	Criteria
	various methods	
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	<p><b>Deputation:</b> Medical Officers of the Central/State Govt. or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / University / Institute of national importance.</p> <p><b>Experience:</b> a) Holding analogous post on regular basis; or b) Possessing educational qualification as prescribed in Row 7.</p>
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Note:

- i) The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.
- ii) Completion of compulsory Rotating Internship Certificate, [Registration Certificate, an official document showing name of College / Institution from where degree / diploma has been done and official document showing name of the institution from where experience has been gained are required.]

**Recruitment Rules (2019) for the post of STUDENTS ACTIVITY & SPORTS (SAS)  
OFFICER in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Students Activity &amp; Sports (SAS) Officer</b>
2.	Number of Post(s)	As per sanctioned strength
3.	Classification	Group - A
4.	Scale of pay (Grade Pay, Band Pay)	<p>PB : 3 (Rs.15,600 - 39,100/-) with Grade Pay of Rs.5400/-. After Five years of service as SAS Officer with GP of Rs5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation.</p> <p>(Those who are already appointed on AGP of Rs.6000/- may continue with same AGP as recommended by the selection committee till 5 yrs of their service. Already appointed on AGP of Rs.6000/- shall move to GP of Rs.6600/- instead of AGP of Rs.7000/- (As there is no GP exist at Rs.6000/- and Rs.7000/- in Non-Teaching) after 5 yrs of their service. No Further Recruitment will be made on AGP of Rs.6000/- the existing column may be replaced as: PB 3 (Rs.15,600 - 39,100) with GP of Rs.5400/-. After Five years of service as SAS Officer 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.)</p>
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	<p>35 years</p> <p>Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government</p>
7.	Educational and other qualifications required for direct recruits	<p><b><u>Educational qualification and Experience:</u></b></p> <p><b><u>Essential:</u></b></p> <p><b><u>Educational qualification:</u></b> Master's Degree in Physical Education or Master's Degree in Sports Science or equivalent degree with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University /</p>

Sl.No.	Particular	Criteria
		<p>Institute.</p> <p>Record of having represented the University / College at the inter-University/Inter-Collegiate competitions or the State and/or national championships; Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p><b>Desirable:</b></p> <p>i) Experience in guiding group of students in creative activities.</p> <p>ii) Candidate with higher degree (Ph.D. or equivalent) in a relevant Discipline shall be preferred.</p> <p>iii) Record of organizing such events as student's convener or in later part of life.</p> <p>iv) Record of strong involvement and proven track record of participation in sports and drama / music / films / painting / Photography / journalism event management or other student/ event management activities during college / University studies.</p>
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 Physical education or Sports Science or 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 c 25% by promotion failing which by deputation (including Short Term contract).
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion /	<b>Promotion:</b> Promotion from the post of SAS Assistant (SG-II) with Grade Pay of Rs.4800/- with 5 years regular service or SAS Assistant (SG-I) with



Sl.No.	Particular	Criteria
	deputation / transfer to be made	<p>Grade Pay of Rs.5400/- with two years regular service and working performance record (APAR), through prescribed test and interview.</p> <p><b><u>Deputation (including Short Term contract):</u></b>  Officer of the Central / State or similar services / semi -Govt./ PSU / Statutory or Autonomous organization or University / Institution of national importance.  a) holding analogous post and  b) Possessing educational qualification as prescribed in Row 7</p>
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Technical Assistant</b>
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	<b>Essential:</b> 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	<b>Age bar:</b> Not applicable  <b>Educational Qualification:</b> 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).

Sl.No.	Particular	Criteria
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	<p><b>Promotion:</b> 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.</p> <p><b>Deputation (including short term Contract):</b> 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.</p>
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

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

Sl.No.	Particular	Criteria
1.	Name of the Post	Senior 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.4600/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable
9.	Period of probation, if any	Not applicable
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% 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	<p><b>Promotion:</b> At least 5 years regular service as Technical Assistant in PB-2, GP 4200/- or at least 5 years combined service of Technician (SG-I) and Technical Assistant in PB-2, Grade Pay of Rs.4200/- through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term Contract):</b> Officers under the Central / State Governments / Universities recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:-</p>

Sl.No.	Particular	Criteria
		<p><b><u>Educational Qualification:</u></b>  First Class or equivalent Grade in B.E. / B.Tech. / MCA in relevant subject from a recognized University / Institute.</p> <p>Or</p> <p>First Class Diploma in Engineering in relevant Field with excellent academic record</p> <p>Or</p> <p>First Class Bachelor's Degree in Science from a recognized University or Institute</p> <p>Or</p> <p>Master's Degree in Science from a recognized University or Institute with at least 50% marks or equivalent grade</p> <p><b><u>Experience:</u></b>  i) holding analogous post; or  ii) At least 5 years regular service as Technical Assistant in PB-2, GP 4200/- or at least 5 years combined service of Technician (SG-I) and Technical Assistant in PB-2, Grade Pay of Rs.4200/- through DPC and working performance record (APAR), through prescribed test and interview.</p>
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

**Recruitment Rules (2019) for the post of ASSISTANT ENGINEER / SENIOR SAS ASSISTANT / SENIOR LIBRARY AND INFORMATION ASSISTANT in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Assistant Engineer / Senior SAS Assistant / Senior 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.4600/-
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
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	Not applicable
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% 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	<p><b><u>Promotion:</u></b> At least 5 years regular service as in PB-2 with GP Rs.4200/- as Jr. Engineer / SAS Assistant / Library Information Assistant (LIA) through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b><u>Deputation (including short term contract):</u></b> Officers under the Central / State Governments / Universities recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:-</p> <p><b><u>Educational Qualification:</u></b> A. Junior Engineer</p>

Sl.No.	Particular	Criteria
		<p>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</p> <p><b>B. SAS Assistant</b> (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.</p> <p><b>C. Library &amp; Information Assistant</b> First Class Bachelors Degree in Science /Arts/ Commerce from recognized University /Institute and Bachelor's Degree in Library and Information Science.</p> <p><b>Desirable (for C only):</b> Post Graduate Diploma in Library Automation and Networking, PGDCA or equivalent from a recognized Institution.</p> <p><b>Experience</b> i) holding analogous post; or ii) 5 years regular service with Grade Pay of Rs.4200/- as Jr. Engineer / SAS Assistant/ LIA or its equivalent post.</p>
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

**Recruitment Rules (2019) for the post of ASSISTANT ENGINEER (SELECTION GRADE - II) / SAS ASSISTANT / LIBRARY AND INFORMATION ASSISTANT (SELECTION GRADE - II) in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Assistant Engineer (Selection Grade II) / SAS Assistant (Selection Grade II) / Library and Information Assistant (Selection Grade II)
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.4800/-
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
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	Not applicable
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% 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	<p><b>Promotion:</b> At least 2 years regular service as in PB-2 with GP Rs.4600/- as Assistant Engineer / Sr. SAS Assistant / Sr. LIA through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term contract):</b> Officers under the Central / State Governments / Universities recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:-</p>



Sl.No.	Particular	Criteria
		<p><b>Educational Qualification:</b></p> <p><b>A. Junior Engineer</b>            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</p> <p><b>B. SAS Assistant</b>            (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.</p> <p><b>C. Library &amp; Information Assistant</b>            First Class Bachelors Degree in Science / Arts / Commerce from recognized University / Institute and Bachelor's Degree in Library and Information Science.</p> <p><b>Desirable (for C only):</b> Post Graduate Diploma in Library Automation and Networking, PGDCA or equivalent from a recognized Institution.</p> <p><b>Experience</b>            i) holding analogous post; or            ii) 2 years regular service with Grade Pay of Rs.4600/- as Assistant Engineer / Sr. SAS Assistant / Sr. LIA or its equivalent post.</p>
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

**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.

Sl.No.	Particular	Criteria
11.	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/ absorption to be made	<u>Promotion:</u> 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

**Recruitment Rules (2019) for the post of TECHNICIAN (SELECTION GRADE-II) in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Technician (Selection Grade-II)
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.2800/-
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
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	Not applicable
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% promotion, failing which by deputation (including short term contract).
11.	In case of recruitment by promotion / deputation / absorption, grades from which promotion / deputation / absorption to be made	<p><b>Promotion</b> At least 5 years regular service with Grade Pay of Rs.2400/- as Senior Technician through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term contract):</b> Officers of the Central/State Govt. or similar organized services / semi-Govt. / PSU / autonomous organization / University / Institute of national importance:</p> <p><b>Educational Qualification:</b> Senior secondary (10+2) with Science from a recognized board with at least 60% marks Or Senior secondary (10+2) from a recognized</p>

Sl.No.	Particular	Criteria
		<p>board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade.</p> <p>Or</p> <p>Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade.</p> <p>Or</p> <p>Diploma in Engineering of three year's duration in relevant field from a recognized Polytechnic / Institute.</p> <p><b>Experience:</b></p> <p>(i) Holding analogous post; or</p> <p>(ii) 5 years regular service with Grade Pay of Rs.2400/- as Senior Technician or its equivalent post.</p>
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

**Recruitment Rules (2019) for the post of TECHNICIAN (SELECTION GRADE-I) in NITs**

Sl.No.	Particular	Criteria
1	Name of the post	Technician (Selection Grade-I)
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 post	Not applicable
6	Age-limit for direct recruits	Not applicable
7	Educational and other qualifications required for direct recruits	Not applicable
8	Whether age and education qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of probation, if any	Not applicable
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% promotion, failing which by deputation (including short term contract).
11	In case of recruitment by promotion / deputation / absorption, grades from which promotion/ deputation/ absorption to be made	<p><b>Promotion :</b> At least 6 Years regular service with Grade Pay of Rs.2800/- as Technician (Selection Grade-II) through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term contract):</b> Officers of the Central/State Govt. or similar organized services / semi-Govt. / PSU / autonomous organization / University / Institute of national importance:</p> <p><b>Educational Qualification:</b> Senior secondary (10+2) with Science from a recognized board with at least 60% marks Or Senior secondary (10+2) from a recognized</p>

Sl.No.	Particular	Criteria
		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.  <u>Experience:</u> i) Holding analogous post; or ii) 6 years regular service with Grade Pay of Rs.2800/- as Technician (SG-II) or its equivalent post.
12	If Departmental Promotion Committee 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 Union Public Service Commission is to be consulted in making recruitment	Not Applicable

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

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Personal Assistant</b>
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - B
4.	Scale of Pay (Grade Pay, Band Pay)	PB - 2 (Rs.9300-34800) 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	<b>Essential:</b> Bachelor's degree in any discipline or its equivalent from a recognized University/Institute. Minimum speed of 100 w.p.m. in stenography.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age. NO Educational Qualification: Yes
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% Direct recruitment. 50% by Promotion.
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Employees of the Institute with at least 2 years regular service as Stenographer (SG-II) PB-2 with GP Rs.4200/- through DPC and working performance record (APAR), through prescribed test and interview.
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



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

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Senior Personal Assistant</b>
2.	Number of Post(s)	As per sanctioned strength
3.	Classification	Group - B
4.	Scale of Pay (Grade Pay, Band Pay)	PB - 2 (Rs.9300-34800) with Grade Pay of Rs.4600/-
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
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	Not applicable
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% 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	<p><b>Promotion</b> At least 5 years regular service as Personal Assistant in PB-2, GP 4200/- or at least 5 years combined service of Stenographer (SG-II) and Personal Assistant in PB-2, Grade Pay of Rs.4200/-through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term Contract):</b> Officers of the Central/State Govt. or similar organized services/semi-Govt./ PSU/ autonomous organization /University/Institute of national importance:</p> <p><b>Educational Qualification:</b> Bachelor's degree in any discipline or its equivalent from a recognized University / Institute. Minimum speed of 100 w.p.m. In stenography.</p>

Sl.No.	Particular	Criteria
		<u>Experience:</u> i) Holding analogous post; or ii) 5 Years regular service with Grade Pay of Rs.4200/- as Personal Assistant or its equivalent post.
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

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

Sl.No.	Particular	Criteria
1.	Name of the Post	Senior Assistant
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.  <u>Desirable:</u> 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	<u>Promotion</u> 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.

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

**Recruitment Rules (2019) for the post of ASSISTANT (SELECTION GRADE - II) in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Assistant ( Selection Grade-II)</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.2800/-
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
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	Not applicable
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% 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	<p><b>Promotion</b> Senior Assistant with 5 Years regular service with Grade Pay of Rs.2400/- through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term contract):</b> Officers of the Central/State Govt. or similar organized services/semi-Govt./PSU/ autonomous organization/University/Institute of national importance:</p> <p><b>Educational Qualification:</b> Bachelor's degree from a recognized University/institute with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.</p>

Sl.No.	Particular	Criteria
		<p><b>Desirable:</b> Proficiency in other computer skills; stenography skills.</p> <p><b>Experience:</b> i) Holding analogous post; or ii) 5 years regular service with Grade Pay of Rs.2400/- as Senior Assistant or its equivalent post.</p>
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

**Recruitment Rules (2019) for the post of ASSISTANT (SELECTION GRADE-I) in NITs**

Sl.No.	Particular	Criteria
1	Name of the Post	<b>Assistant (Selection Grade-I)</b>
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 post	Not applicable
6	Age limit for direct recruits	Not applicable
7	Educational and other qualifications required for direct recruits	Not applicable
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not applicable
9	Period of probation, if any	Not Applicable
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% 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	<p><b>Promotion</b> Assistant SG-II with 6 Years regular service with Grade Pay of Rs.2800/- through DPC and working performance record (APAR) through prescribed test and interview.</p> <p><b>Educational Qualification:</b> Bachelor's degree from a recognized University/institute with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet.</p> <p><b>Desirable:</b> Proficiency in other computer skills; stenography skills.</p>

		<u>Experience:</u> i) Holding analogous post; or ii) 6 years regular service with Grade Pay of Rs.2800/- as Assistant SG-II or its equivalent post.
12	If Departmental Promotion Committee 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 Union Public Service Commission is to be consulted in making recruitment	Not Applicable



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

Sl.No.	Particular	Criteria
1.	Name of the Post	<b>Senior Stenographer</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.2800/-.
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	<b>Essential:</b> 10+2 or equivalent from a recognized Board or University. Minimum speed in short hand 100 w.p.m. in Stenography.  <b>Desirable:</b> Bachelor's degree. 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	Age bar: Not applicable Educational Qualifications: Yes
9.	Period of probation, if any	1 year for direct recruits only 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) 50% by Promotion, failing which by deputation (including short term contract) ii) 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> Stenographer with 5 years regular service with Grade Pay of Rs.2400/- through DPC and working performance record (APAR), through prescribed test and interview.

Sl.No.	Particular	Criteria
		<b>Deputation (including short term Contract):</b> 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) 5 years regular service with Grade Pay of Rs.2400/- as Stenographer or its equivalent post. b) Possessing educational qualifications 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

**Recruitment Rules (2019) for the post of STENOGRAPHER SELECTION GRADE-II in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Stenographer SG-II
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	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
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	Not applicable
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% 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	<p><b>Promotion:</b> Senior Stenographer with 6 years regular service with Grade Pay of Rs.2800/- through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term Contract):</b> Officers of the Central / State Govt. or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / University / Institute of national importance.</p> <p><b>Educational Qualification and Experience:</b></p> <p><b>Essential:</b> <b>Educational Qualification:</b> Bachelor's degree or equivalent from a recognized University/Interview. Minimum</p>

Sl.No.	Particular	Criteria
		<p>speed in short hand 100 w.p.m. in Stenography.</p> <p><b>Desirable:</b> Proficiency in Computer Word Processing and spread sheet with advance skills.</p> <p><b>Experience:</b> i) Holding analogous post; or ii) 6 years regular service with Grade Pay of Rs.2800/- as Senior Stenographer or its equivalent post.</p>
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

**Recruitment Rules (2019) for the post of STENOGRAPHER SELECTION GRADE-I in NITs**

Sl.No.	Particular	Criteria
1	Name of the Post	Stenographer SG-I
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.4600/-
5	Whether selection post or non-selection post	Not applicable
6	Age limit for direct recruits	Not applicable
7	Educational and other qualifications required for direct recruits	Not applicable
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	Not applicable
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% 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.	<p><b>Promotion:</b> Senior Stenographer (SG-II) with 5 years regular service with Grade Pay of Rs.4200/- through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term Contract):</b> Officers of the Central / State Govt. or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / University / Institute of national importance.</p> <p><b>Educational Qualification and Experience:</b> <b>Essential:</b> <b>Educational Qualification:</b> Bachelor's degree or equivalent from a recognized University/Interview. Minimum speed in short hand 100 w.p.m. in Stenography.</p>

Sl.No.	Particular	Criteria
		<p><b>Desirable:</b> Proficiency in Computer Word Processing and spread sheet with advance skills.</p> <p><b>Experience:</b> i) Holding analogous post; or ii) 5 years regular service with Grade Pay of Rs.4200/- as Stenographer (SG-II) or its equivalent post.</p>
12	If Departmental Promotion Committee 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 Union Public Service Commission is to be consulted in making recruitment	Not Applicable

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

Sl.No.	Particular	Criteria
1.	Name of the Post	Senior Office Attendant / Senior 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.1900/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
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	Not Applicable
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% by Promotion
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	At least 3 years regular service as Lab Attendant / Office Attendant in PB-I, Grade Pay of Rs.1800/- through DPC and working performance record (APAR), through prescribed test and interview.
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

**Recruitment Rules (2019) for the post of LAB ATTENDANT (SG-II) / OFFICE ATTENDANT (SG-II) in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Office Attendant (SG-II) / Lab Attendant (SG-II)
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	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
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	Not Applicable
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% by Promotion
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	At least 3 years regular service as Senior Lab Attendant / Senior Office Attendant in PB-I, Grade Pay of Rs.1900/- through DPC and working performance record (APAR), through prescribed test and interview.
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



**Recruitment Rules (2019) for the post of LAB ATTENDANT (SG-I) / OFFICE ATTENDANT (SG-I) in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Office Attendant (SG-I) / Lab Attendant (SG-I)
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 Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
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	Not Applicable
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% by Promotion
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	At least 5 years regular service as Lab Attendant (SG-II) / Office Attendant (SG-II) in PB-I, 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 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