



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर  
INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR

# RECRUITMENT AND PROMOTION POLICY (RPP)-2021

INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR





**Indian Institute of Technology Bhubaneswar**

**RECRUITMENT AND PROMOTION POLICY (RPP)-2021**

**FOR**

**NON-TEACHING EMPLOYEES**

**(Group A, B & C)**



Indian Institute of Technology Bhubaneswar  
Bhubaneswar -752050  
[www.iitbbs.ac.in](http://www.iitbbs.ac.in)

No.F.13-2/2022-BoG-44-40  
April 05, 2022

**OFFICE ORDER NO.442/2022**

**Subject: Recruitment & Promotion Policy (RPP)-2021 of the Institute duly concurred by the Ministry vide their letter No. 14-8/2017-TS-I dated 03.03.2022, for adoption in the Institute- Reg.**

The undersigned is directed to convey that the Board of Governors of the Institute in its 44<sup>th</sup> meeting held on 11.03.2022 approved the recommendations of the Finance Committee made in its 43<sup>rd</sup> meeting (held on 11.03.2022), the Recruitment & Promotion Policy (RPP)-2021 of the Institute duly modified and concurred by the Ministry vide their letter No. 14-8/2017-TS-I dated 03.03.2022 for its adoption and implementation in the Institute with immediate effect.

Assistant Registrar (Establishment) is requested to take necessary action.

  
**Debaraj Rath**  
Registrar & Secretary, BoG

**To**

**1. Assistant Registrar (Establishment)**

**Copy to:**

1. All Deans/ HoSs
2. Joint Registrar (F&A)/ OSD (F&A)
3. Secretary to Director/ Registrar
4. Guard File, BoG

**File No.14-8/2017-TS.1**

F. No. 14-8/2017-TS-I  
Government of India  
Ministry of Education  
Department of Higher Education  
Technical Section-I

\*\*\*\*

Shastri Bhawan, New Delhi

Dated: 03.03.2022

To,

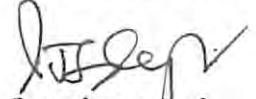
Registrar  
IIT Bhubaneswar

**Subject: Recruitment & Promotion Rules of IIT Bhubaneswar.**

Sir,

I am directed to refer to your letter dated 16.02.2022 and to inform you that IIT Bhubaneswar may adopt the revised Recruitment and Promotion Rules as suggested by the Ministry, with due approval of FC and BoG.

Yours faithfully,



(P. J. Soundararajan)

Under Secretary to the Govt. of India

Tel: 011-23381698



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# RECRUITMENT AND PROMOTION POLICY (RPP)-2021

## SECTION- I

### CLASSIFICATION, METHODS OF RECRUITMENT AND PROMOTION







# Indian Institute of Technology Bhubaneswar

## RECRUITMENT AND PROMOTION POLICY (RPP) -2021 FOR NON-TEACHING EMPLOYEES SECTION-I

### 1. Introduction

Non-teaching employees are basically support service providers in IIT system. They are associated with the members of faculty, students and other stakeholders on daily basis in achieving the institutional objectives. Therefore, the Institute makes all possible efforts to recruit non-teaching employees with high competence and willingness to work in multicultural environment. IITs are given liberty by the Ministry of Education(MoE) to work out its manpower requirement following norms prescribed by the Ministry.

#### 1.1 Creation of post

The Ministry of Education (MoE), Government of India has sanctioned a total 99 numbers of posts to IIT Bhubaneswar in the first instance.

Further, Ministry of Education (MoE), Government of India vide its letter Number F.No.32-14/2013-TS.I dated 10<sup>th</sup> June, 2013 has communicated that:

- a) In exercise of power conferred by Section 6(1)(h) of the Institutes of Technology Act 1961, amended in 2012 IITs are allowed to design their administrative/ management/technical staff structure as per requirement after due approval from their Board of Governor's keeping in mind sustainability of expenditure on this account; and Rule 230 (12) (i) of GFR 2017.
- b) IITs are allowed the Institute to recruit non-faculty positions as per the 10:1:1.1 Student to Non-Faculty ratio after due approval of the Board of Governors, subject to the condition that IITs should first put on their website all the sanctioned non-faculty posts at present, vacant non-faculty posts, designations, pay-scale, recruitment rules for each post along with the list of the non-faculty employees with their designation and pay scale to ensure transparency and accountability for all stakeholders.

However, approval of MoE would be required if the total non-faculty posts exceeds the 10:1:1.1 ratio.

#### 1.2 Objectives

The objectives of Recruitment and Promotion Policy (RPP)-2021 are as below:

1. Appointing the best talent to comply with the job requirements identified by the



Institute for each and every post under non-teaching staff.

- 2 . To follow transparent and fair methods of selection of non-teaching employees.
- 3 . To provide a career development path to non-teaching employees, in order to motivate them to perform their best in the Institute.
- 4 . All appointments and promotions of non-teaching employees in the Institute shall be made only in accordance with the provisions of the Recruitment and Promotion Policies as approved by the Board of Governors.

### **1.3 Classification of Members of Staff of the Institute**

The members of the staff of the Institute shall be classified in the following manner as per Clause No. 16 of the Statutes:

(a) Academic (b) Technical (c) Administrative

Further the cadre defined under each classification are as follows :

Academic Staff Cadre	Technical Staff Cadre	Administrative Staff Cadre
Librarian Cadre	Engineering Cadre	Administrative Cadre
	Network, System & ERP Cadre	Accounts Cadre
	Technical Cadre	Private Secretary Cadre
	Sports Cadre	Security Cadre
	Counselling Cadre	Public Relation Cadre
	Horticulture Cadre	Career Development & Placement Cadre
	Medical Cadre	Legal Cadre
	Pharmacist Cadre	Public Health Cadre
	Staff Nurse Cadre	Hindi Cadre
		Driver Cadre
		MTS Cadre

### **1.4 Sanctioned Strength of Non-teaching Staff**

The directives of MoE vide letter No.F.32-14/2013/TS-I dated 10<sup>th</sup> June 2013 have been taken into account to work out sanctioned strength of non-teaching staff in the Institute as per the 10:1:1.1 Student to Non-Faculty ratio after due approval of the Board of Governors. Present sanction is 129 but proposal is for 264 looking at the present students strength.

## **2. RECRUITMENT POLICY**

### **2.1 Title and Commencement**

1. These policy shall be called the "Indian Institute of Technology Bhubaneswar, Recruitment and Promotion Policy 2021" (RPP – 2021).
2. These policy shall come into force with effect from the date of approval by the Board of Governor's of the Institute with restrospective effect.

### **2.2 Basic Principles and Applicability**

1. The Indian Institute of Technology Bhubaneswar, Recruitment and Promotion Policy 2021 shall be applicable for recruitment and promotion for all non-teaching posts

sanctioned in various grades to be filled by regular process as setout herein. RPP shall provide merit based career advancement in a given cadre based on the vacancy in that particular cadre.

2. The employees working on regular basis on the date of commencement of these policy would be deemed to have been recruited under these policy.
3. All posts will be filled as per the procedure and methods prescribed in Institute RPP, in force at the time of occurrence of vacancy. In addition to such promotion, operation of Modified Assured Career Progression (MACP) scheme will also run concurrently to assure a time bound financial upgradation to the employees as per the applicability. The condition for MACP/DACP shall be applicable to all levels as per DOPT guidelines for addressing the issue of career progression.
4. The Board of Governor's of the Institute shall decide the number of post in each level as per the ratio of Teaching and Non-Teaching post 10:1:1.1 based on the approved student strength of the Institute. The post at higher levels of any cadre can be created by the Board looking at the functional justification and financial viability of the Institute.
5. In case of requirement towards creation of a new post or restructure the service at any cadre, the RPP shall suitably be amended with the approval of the Board of Governor's(BoG). Notwithstanding specified in these policy, any amendment to the basic provisions to the RPP can be made only with the approval of the Director/BoG, as applicable, keeping in view the guideline issued by the Ministry.
6. **Saving Clause :** The RPP will follow the provisions regarding reservations, relaxation of age-limit and other concessions for Scheduled Castes, Scheduled Tribes, Other Backward Classes and other categories in accordance with the order issued by Government of India from time to time. The roster shall be formulated/restructured as per the guidelines.
7. The compassionate appointment shall be made as per the Government of India guidelines at the entry level post of Group B & C category only based on the educational qualification of the dependent of the deceased employee.
8. Certain posts like, Network administrator, Programmer, System Engineer, Electronics & Media Administrator, Nutritionist, Physiotherapist, PTI & Coaches etc. may require special skill, experience or expertise which may be filled through short term contract or deputation basis. The decision to be filled to these posts will be made as per statutes with the approval of the BoG.
9. In case one post in the cadre, the method of recruitment will be Direct Recruitment only, unless otherwise specified. On the event vacation of the post by an employee having availed the automatic upgradation benefit, the recruitment/promotion will be made on the original grade as the case may be.
10. In case of requirement of any change in the number of post either to be increased or decreased or the change in the eligibility criteria can be effected by the Director under intimation the BoG including temporary adjustments made, to provide a level playing field.



11. The eligibility list for promotion shall be prepared with reference to the date of completion of the prescribed qualifying services in the respective grade /post by the office and the promotion will be considered from the date of being eligible, if otherwise found suitable. Employees appointed prior to the adoption of the policy and who have crossed the residency period of NS will only be considered for promotion through Non-Selection mode and not through LDE from his/her initial appointment.
12. The age of superannuation shall be as specified by the Ministry for various post(s) from time to time. However, at present all non-teaching positions except Registrar (62 years) the superannuation is at the age of 60 years.
13. The policy of giving promotions/movement of pay level will be effective prospectively. All cases of promotion as per the RPP for filling of the post at higher level will come into force at the time of occurrence of vacancies. However, employees who have completed their qualifying service before adoption of the policy and are otherwise eligible for the movement of pay level as per RPP, shall be considered for such movement to the next Pay Level within the same or in the next cadre from the date of their eligibility notionally, to maintain their seniority. This will be calculated from the date of their eligibility in their substantive position.
14. The existing confirmed employees of the Institute at Level-3 (both technical and ministerial) will be considered for movement to Level-5 after satisfactory completion of 5 years of service at Level-3, as the entry level for such post have been considered at level-4 in the RPP. Such movement will be carried out through Non-Selection (NS) procedure following DPC route as defined in RPP.
15. No contractual appointments shall be made with regular Pay-scale. They shall be paid a consolidated remuneration. The appointment (including on contract/deputation etc.) are subject to vacancies in approved sanction strength of the Institute.
16. In case any uncovered area or ambiguity in the approved RPP-2021, the rules/guidelines of DoPT/ GoI on the subject matter will prevail.
17. The corrections and amendments to the RPP will be subject to change of guidelines and instruction issued by the Government of India from time to time.

### **2.2.1 Definitions**

In the present norms, unless the context otherwise requires:

- a) "Act" means the Institutes of Technology Act, 1961, amended in 2012.
- b) "Statutes" means the Statutes of the Institute.
- c) "Board" means the Board of Governor's of Indian Institute of Technology Bhubaneswar.
- d) "Chairman" means the Chairman of the Board.
- e) "Director" means the Director of the Institute.
- f) "Institute" means the Indian Institute of Technology Bhubaneswar.

g) "Policy" means the "Indian Institute of Technology Bhubaneswar Recruitment and Promotion Policy, 2021"

h) "Selection Committee" means the Selection Committee constituted as per the Statute 17.

i) "DPC" means Departmental Promotion Committee.

j) "Internal candidate" means the employees of IIT Bhubaneswar who apply for the posts.

k) "LDE" means Limited Departmental Examination.

l) "NS" means Non Selection procedure applicable for promotion through DPC.

The words and expressions used but not defined herein shall be ascribed the same meanings as are respectively assigned to them in the Act and Statutes.

### **2.2.2 Appointing Authority**

In accordance with Section 25 of the Act, all appointments in the Institute, except that of the Director, shall be made by:

- a. the Board, if the appointment is made on the non-teaching staff for Level-10(Group-A) and above, as per rules.
- b. the Director, in all other cases.

### **2.3 Classification and Scale of Pay**

The number of posts, their classification and the scales of pay including cadre strength attached to such posts shall be such as are mentioned in the **Section –II** of the Policy as Cadre Strength.

### **2.4 Career Advancement**

Career Advancement Structure in each cadre is as mentioned at **Section- III** of the Policy.

### **2.5 Recruitment Policy**

The Individual recruitment Policies of each Post, Job Descriptions, Qualification & Experience to various posts shall be made as per **Section-IV** of the RPP 2021.

### **2.6 Probation & Confirmation**

1. Every employee on appointment to the Institute Services on direct recruitment shall be on probation period as mentioned below:

Group	On Direct Recruitment
Gr. A	1 Year
Gr. B	2 Years
Gr. C	2 years

Provided that the Competent Authority may extend the period of probation as deemed fit.

Provided further that any decision for extension of a probation period shall be taken ordinarily within six to eight weeks before the expiry of the previous probationary period



and communicated in writing to the concerned officer together with the reasons for doing so within the said period.

2. On completion of the period of probation or any extension thereof, employee shall be confirmed through DPC. DPC may adopt evaluation based on regulatory documents, APAR, performance report and /or interaction.
3. If, during the period of probation or any extension thereof, as the case may be, Institute is of the opinion that an employee is not fit for permanent appointment, at that instant Institute may extend probation /terminate his/her appointment in the service. In case of internal candidate, he /she may revert to the post held by him/her prior to his/her appointment in the said group.
4. There shall be no probation in case of promotion from one Level to another Level in the same group.
5. As regards other matters relating to probation, the members of the Institute Services will be governed by the instructions issued by the Government of India in this regard from time to time.
6. In case an employee is neither confirmed nor probation is extended and also services not terminated, he/she would deemed to be continued under probation.
7. An employee shall only be considered for promotion at any group only after, he/she is confirmed in their original cadre.

## **2.7. Methods of Recruitment**

As defined in the Department of Personnel and Training (DoPT) Clarification No. AB.14017/13/2013 – Estt. (RR) (1349), Government of India, the following shall be methods of recruitment:

- (a) Direct Recruitment;
- (b) Promotion;
- (c) Deputation
- (d) Absorption
- (e) On Contract
- (f) Compassionate Appointment

## **2.8. Procedure of Recruitment**

The appointments and procedures for appointment as per Clause No. 17 of the Statutes.

### **(a) Direct Recruitment**

The following procedure shall be followed for Direct Recruitment.

- (i) The Institute shall invite applications for posts through an open advertisement on all India basis.
- (ii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized by a Scrutiny Committee constituted by the Competent

Authority. The Scrutiny Committee may formulate additional criteria for short-listing, based on academic performance and/or years of experience of the applicants, where the applications received are very large in number.

- (iii) The short-listed applications shall be placed before the Competent Authority for approval. After due approval, the shortlisted applicants shall be called to appear at the written test, trade/skill test and /presentation or interview as the case may be.
- (iv) A Committee for written test, trade/skill test etc. shall be constituted by the Competent Authority in accordance with the Act and Statutes.
- (v) Recommendations of the Selection Committee shall be placed before the Appointing Authority (Board or Director as the case may be) for approval. Thereafter, appointment letters will be issued to the selected candidates.
- (vi) The panel of recommendations by the Selection Committee will remain valid for one year from the date of approval of the Competent Authority.
- (vii) In the event of a suitable candidate is not found as per the requirement for regular position, the selection committee may recommend a candidate for appointment on contract basis against the regular position at the same or senior level with commensurate consolidated remuneration for a period of 1 year extended up to 3 years with satisfactory performance and on requirement.

#### **(b) Promotion**

- (i) The Institute shall identify the position for promotion across all the cadre.
- (ii) Promotion shall be made from the feeder cadre/grade/level from among the employees of the Institute following the principle of Seniority cum Suitability to a higher post as shown in the Career Advancement Chart by Departmental Promotion Committee (DPC) constituted by the Competent Authority.
- (iii) The standing Departmental Promotion Committee (DPC) shall comprise of following members:

1	Director for Group -A posts	Chairperson
	One Professor nominated by the Director for Group -B & C posts	
2	Registrar	Member
3	Head of the concerned Section / Department / School	Member
4	One Internal expert nominated by the Competent Authority (for Group-A only)	Member
5	Representative of SC/ST/OBC or Liaisoning Officer of SC/ST/OBC in case the positions in question belong to SC/ST/OBC	Member
6	Female nominee in case any application from the Female candidate – at least one rank above the post in question	Member
7	Deputy Registrar/Assistant Registrar –Establishment	Convenor



- (iv) The DPC shall adopt both modes i.e. Limited Departmental Examination (LDE) and Non-Selection(NS) mode for the promotion of Group B & C employees and only Non-selection mode for the Promotion of Group –A employees.
- (v) The distribution of promotional posts by Limited Departmental Examination (LDE) and Non- Selection(NS) mode shall be 50% and 50% respectively.
- (vi) The service rendered in the Institute shall only be counted as qualifying service for the purpose of Promotion. The contract/ad-hoc services (on consolidated pay) shall not be taken into account for consideration of eligibility for promotion. However, the services of the employees who have been appointed on contract with regular pay scale before adoption of RPP shall be considered for promotion after regularisation and confirmation of services. The eligibility shall be counted from the date of joining.
- (vii) To consider the merit and fitness, the candidate will require to meet the following minimum bench marking in overall APAR Grading:

For promotion up to Level 12	: 6 out of 10
For promotion for Level 13 and above	: 8 out of 10

- (viii) **Meeting of DPC:** Normally DPC shall meet twice in a Recruitment year; subject to occurrence of eligible cases for promotion and vacancy.

(ix) **Scheme of Evaluation for promotion For Group-A, B & C**

**a) Promotional posts through Limited Departmental Examination(LDE) :**

Written /Computer /Trade/Skill test as per the requirement of the post	50 Marks
APARs of last 5 years (average)	30 Marks
Interview / Interaction	20 Marks
<b>Total</b>	<b>100 Marks</b>

*N.B.: DPC will decide the qualifying marks.*

- b) Promotion through LDE for each post at different cadre will be conducted for two times only. In case the post is not filled in two times the same post will be converted and filled through Non-Selection (NS) mode.

**c) Promotion through Non- Selection (NS) mode:**

APARs (Average for last Residency Period) and interaction for Group A only.	5 & above
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**(c) Deputation**

The following procedure shall be followed for appointment by Deputation.

- (i) The Institute shall invite applications for the vacant posts on an all India basis.
- (ii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized by a Scrutiny Committee constituted by the Competent Authority.

- (iii) Evaluation shall involve any one or more of these methods: interview, test, presentation, group discussion and evaluation of ACRs/APARs of the last five years.
- (iv) The period of deputation, shall be of 3 (three) years from the date of commencement of the deputation, extendable up to a maximum period of 5 years with the approval of the Competent Authority or as per DoPT guidelines amended from time to time.
- (v) Deputation shall be subject to vigilance clearance.
- (vi) Vacancies caused by any incumbent being away on deputation, long illness, study leave or under other circumstances for a duration of one year or more, may also filled by way of recruitment on Deputation.
- (vii) The other terms and conditions of the appointment on deputation will be governed in accordance with the guidelines issued by the GoI/DoPT Letter No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 and as amended from time to time.

**(d) Absorption** (of employees appointed on Deputation)

- (i) Notwithstanding anything contained in the Rules, persons appointed on Deputation and who fulfill the eligibility criteria laid down for purposes of Direct Recruitment, shall be eligible for absorption, subject to the availability of vacancy and performance evaluation by the DPC.
- (ii) Such absorption shall be subject to the condition that the person on deputation exercises his/her option for absorption, and his/her parent department/cadre controlling authorities do not have any objection to him/her being absorbed in the Institute.

**(e) On Compassionate Appointment**

Institute would follow compassionate appointment for dependent family members dying in harshness or retired on medical ground as per GoI guidelines amended from time to time.

**2.9. Educational Qualification and Experience for candidates**

- a) The educational qualification and experience prescribed for direct recruitment/ Promotion in Section -IV.
- b) Relaxation in educational qualification and / or experience shall be given as per GoI norms for SC/ST candidates.
- c) Relaxation in educational qualification and / or experience (beyond the relaxation given by GoI rules) may be considered in case of person holding analogous position in a Central Technical Institute/University/ Research Institute OR in case of exceptionally meritorious candidates, with prior approval of the Board / Director, only on the justifiable recommendations of the Short-listing Committee, whenever sufficient numbers of applicants are not available for written test/trade test /interview.

**2.10. Age**

- a) The upper age limit for different posts depend upon the nature of duties, educational qualifications and experience requirements. Broadly, the following criteria shall be



followed:

Sl.No.	Posts	Age Limits
(i)	Posts at Level-14	Below 57* years /55** years
(ii)	Posts at Level – 12/13	50 years
(iii)	Posts at Level-11	45 years
(iv)	Posts at Level-10	45 years
(v)	Posts at Level-6 , 7 & 8	35 years
(vi)	Posts at Level – 4 & 5	32 years.
(vii)	Posts at Level – 1,2 & 3	27 years.

\* For retirement age 62 } As per GoI norms amended from time to time.  
\*\* For retirement age 60 }

- b) Age relaxation shall be given for SC/ST/OBC/Person with Disability (PWD)/ Ex-serviceman, Central Government employee as per GoI norms. Employees working under IIT system, who are otherwise educationally qualified, would be eligible for age relaxation up to 50 years of age.
- c) The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates.
- d) For Internal candidate there is no upper age limit. However, at least a year of service has to remain on the last date of submission of the application till superannuation of the Internal candidate (In special case there may be exception with due approval of the Competent Authority).

#### **2.11. Reservation policy and Assessment of Vacancy**

- a) Institute shall follow reservation rules with respect to candidates belong to SC/ST/OBC/EWS/ PWD/ Ex- Serviceman etc. as the case may be as per the guidelines of the Govt. of India issued from time to time. Accordingly, Reservation Rosters/ Reservation Registers shall be maintained in the Institute for each type of sanctioned post as per the GoI norms.
- b) Assessment of vacancy shall be worked based on the Reservation Registers / Reservation Rosters applicable for each post considering sanctioned post vis-a-vis posted strength. Institute shall initiate the process of recruitment to fill in the post(s) via various methods of recruitments as contained in point 2.9.

#### **2.12. Waiting list**

The selection Committee will be empowered to recommend a panel of candidates, which will remain valid a period of one year from the date of approval of the Competent Authority.

#### **2.13. Advertisement**

- a) After approval of the Competent Authority, recruitment section shall prepare and publish detailed advertisement containing all the general terms conditions of the recruitment process including the number of post(s), vacancy in each category wise on the official

website of the Institute ([www.iitbbs.ac.in](http://www.iitbbs.ac.in)) and in newspapers having nationwide circulation to invite applications from prospective candidates.

- b) In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published in the Institute's website and other appropriate places. Accordingly, all applicants in their own interests are advised to regularly visit the Institute's website [www.iitbbs.ac.in](http://www.iitbbs.ac.in).

#### **2.14. Application Fee**

- a) The applicants are required to pay a non-refundable application fees to apply for any post advertised. The amount of such fees shall be decided by the Competent Authority.
- b) However, female applicants, internal candidates of IIT Bhubaneswar and the applicants belonging to SC/ST/PWD/ Transgender category or any other category as defined by the Govt. of India from time to time for exemption of application fee would be exempted from payment of application fee.

#### **3.1. General Terms and Conditions of Recruitment**

- a) A mere fulfillment of required minimum qualifications and experience does not entitle a candidate to be called for test/interview/discussion.
- b) The Institute reserves the right to withdraw any advertised post(s) at any time without assigning any reason. Also, Institute reserves the right to fill or not to fill any or all the posts advertised.
- c) No correspondence whatsoever will be entertained from the candidates regarding postal delays / email communications, conduct and result of interview and reasons for not being called for interview or selection.
- d) Depending upon the qualification and experience, a higher start/salary (increment) may be offered in deserving cases.
- e) Separate application form must be filled, if a candidate is applying for more than one post.
- f) Applicants interviewed for a particular post but not found suitable may be considered for the lower post in the same area of specialization.
- g) Minimum requirement of experience can be relaxed by the Short-listing Committee in respect of exceptionally qualified candidates, having experience in reputed institutes and having very good credentials with the due approval of the Competent Authority.
- h) The process of selection may include a written test / skill test / trade test and interview, if required, as the case maybe.
- i) The applicants already employed in the Government /Semi Government Organizations /Public Sector Undertaking /Autonomous organizations must send their applications through proper channel OR produce a No Objection Certificate from their employer at the time of interview.
- j) Candidates have to produce the original documents at the time of or before appearing in Test/ Interview for verification.
- k) Any canvassing in any form may lead to cancellation of candidature.
- l) Incomplete applications shall summarily be rejected.
- m) Number of vacancies may increase/ decrease from advertised positions.
- n) Any dispute with regard to the selection / recruitment process will be subject to Courts / Tribunals having jurisdiction over Bhubaneswar.
- o) The Institute strives to have a workforce which reflects gender balance and women





candidates are encouraged to apply.

- p) In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Competent Authority of IIT Bhubaneswar in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/ interview will be final and no query or correspondence will be entertained in this connection from any individual or his/her agency.

### **3.2. Amendments**

The Policy may be reviewed from time to time by the Institute and amendments may be made with the approval of the Board.

# RECRUITMENT AND PROMOTION POLICY (RPP)-2021

## SECTION- II

### POSTS, CLASSIFICATION AND SCALE OF PAY INCLUDING CADRE STRENGTH





Administrative Cadre							
Sl. No.	Cadre	Cadre Strength	Cadre strength of Group	Name of the Post	Level	Total post	Distribution of Post
1.	Administrative Cadre	75	A (15)	Registrar	14	1	DR - 1
2.				Deputy Registrar - SG	13A		NS - 5
3.				Deputy Registrar	12 / 13	5	DR - 2 NS - 3 NS - L-12 to L-13 - 5
4.				Assistant Registrar	11		NS - (9+1)
5.				Assistant Registrar	10	9	DR - 4 NS - 5
6.			B (30)	Section Officer	8		LDE - 15 NS - 15
7.				Junior Superintendent	6	30	DR - 15 LDE - 8 NS - 7
8.			C (30)	Senior Assistant	5		NS - 30
9.				Junior Assistant	4	30	DR - 30
10.	Accounts Cadre	13	A (1)	Assistant Registrar (Finance & Accounts)	10	1	DR - 1
11.			B (6)	Accounts Superintendent	8		LDE - 3 NS - 3
12.				Junior Accounts Superintendent	6	6	DR - 3 LDE - 2 NS - 1
13.			C (6)	Junior Accountant	5		NS - 6
14.				Junior Accountant	4	6	DR - 6
15.	Private Secretary Cadre	2	A	Senior Private Secretary	10		NS - 2
16.			B (2)	Private Secretary	9		NS - 2
17.				Private Secretary	8	2	DR - 2
18.	Security Cadre	3	A (1)	Chief Security Officer	12		DR
19.				Security Officer	11		
20.				Security Officer	10	1	DR - 1
21.			B (2)	Assistant Security Officer	8		NS - 2
22.				Assistant Security Officer	7		NS - 2
23.				Assistant Security Officer	6	2	DR - 2
24.	Hindi Cadre	1	A	Hindi Officer	11		
25.				Hindi Officer	10		DR
26.			B (1)	Senior Hindi Translator	8		NS - 1
27.				Hindi Translator	6	1	DR - 1
28.	PRO Cadre	1	A (1)	Public Relation Officer	11		NS - 1
29.				Assistant Public Relation Officer	10	1	DR - 1
30.			B	Assistant Public Relation Executive	9		NS



31.				Assistant Public Relation Executive	8		DR
32.	CDPO Cadre	1	A (1)	Career Development & Placement Officer	11		NS - 1
33.				Career Development & Placement Officer	10	1	DR - 1
34.			B	Assistant Career Development Executive	9		NS
35.				Assistant Career Development Executive	8		DR
36.	Legal Cadre	1	A (1)	Legal Officer	11		NS - 1
37.				Assistant Legal Officer	10	1	DR - 1
38.			B	Assistant Legal Executive	9		NS
39.				Assistant Legal Executive	8		DR
40.	Public Health Cadre	2	A	Public Health Officer	10		DR
41.			B (1)	Assistant Public Health Executive	8		NS - 1
42.				Assistant Public Health Executive	6	1	DR - 1
43.			C (1)	Public Health Inspector	5		NS - 1
44.				Public Health Inspector	4	1	DR - 1
45.	Driver Cadre	1	C (1)	Senior Driver	5		NS - 1
46.				Senior Driver	4		NS - 1
47.				Driver	2	1	DR - 1
48.	MTS Cadre	18	C (18)	Senior Multi-tasking Staff	5		NS - 18
49.				Senior Multi-tasking Staff	4		NS - 18
50.				Multi-tasking Staff	2		NS - 18
51.				Multi-tasking Staff (Admin/Electrician /Plumber / Carpenter /Helper / Fitter/ Horticulture/Telephone exchange/Coach/Security etc.)	1	18	DR - 18

Non-teaching Staff Cadre "c" = 56

Non-teaching Staff Cadre "B" = 42

Non-teaching Staff Cadre "A" = 20

Total Non-teaching Staff (C,B & A) = 118 (45% of total strength of 264)





## Technical Cadre

Sl. No.	Cadre	Cadre Strength	Cadre strength of Group	Name of the Post	Level	Total post	Distribution of Post
1.	Network. System, ERP Cadre	13	A (6)	Senior System Administrator / Senior Network Administrator / Senior Software Engineer	12	1	DR - 1
2.				System Administrator	11		NS - 1
3.				Network Administrator	11		NS - 1
4.				Software Engineer	11		NS - 2
5.				Electronics & Media Engineer	11	1	NS - 1
6.				System Administrator	10	1	DR-- 1
7.				Network Administrator	10	1	DR - 1
8.				Software Engineer	10	2	DR - 2
9.				Electronics & Media Engineer	10	1	DR-1
10.			B (3)	Assistant System Engineer / Assistant Network Engineer/ Assistant Software Engineer/Assistant Electronics & Media Engineer	8		LDE/NS - JSE-1 LDE/NS - JNE-1 LDE/NS - ASE-1
11.				Junior System Engineer / Junior Network Engineer/ Web Developer/ Junior Electronics & Media Engineer	6	3	DR - WD-1 LDE/NS - JSE-1 LDE/NS - JNE-1
12.			C (4)	Technician (System)/ Technician ( Network)	5		NS - JTS - 2 NS - JTN-2
13.				Junior Technician (System)/ Junior Technician ( Network)	4	4	DR - JTS - 2 DR - JTN-2
14.	Engineering Cadre	11	A (5)	Superintending Engineer (Civil/Electrical)	13	1	DR- SE(Civil) - 1
15.				Executive Engineer (Civil/Electrical)	12		NS - EE(C/E) - 2
16.				Executive Engineer (Civil / Electrical)	11	2	DR- EE(C/E) - 1 NS - EE(C/E) - 1
17.				Assistant Executive Engineer (Civil /Electrical)	10	2	DR- AEE(C/E) - 1 NS - AEE(C /E) - 1
18.			B (6)	Assistant Engineer	8		LDE/NS - JE-Civil-3(2+1) LDE/NS- JE-Electrical - 3(2+1)
19.				Junior Engineer	6	6	DR - JE-Civil-3 DR - JE-Electrical - 3
20.	Counselling Cadre	2	A (2)	Senior Student Counsellor	12	1	DR- 1
21.				Student Counsellor	11		NS - 1
22.				Student Counsellor	10	1	DR - 1
23.	Sports Cadre	5	A (1)	Sports Officer	11		NS -1
24.				Assistant Sports Officer	10	1	DR -1
25.			B (4)	Physical Training Instructor	8		LDE-2 NS-2
26.				Physical Training Instructor	6	4	DR - 4
27.	Horticulture Cadre	2	A (1)	Horticulture Officer	10	1	DR - 1
28.			B (1)	Assistant Horticulturist	8		NS - 1
29.				Junior Horticulturist	6	1	DR -1



30.	Library Cadre	7	A (3)	Librarian	14	1	DR - 1
31.				Deputy Librarian	12/ 13A	1	NS- L-13A - 1 DR L-12--1
32.				Assistant Librarian	11		NS - 1
33.				Assistant Librarian	10	1	DR - 1
34.			B (4)	Library Information Superintendent	8		LDE - JLIS- 2 NS - JLIS- 2
35.				Junior Library Information Superintendent	6	4	DR - JLIS- 4
36.	Medical Cadre	5	A (5)	Chief Medical Officer	12	1	DR - 1
37.				Senior Medical Officer	11		(As per DACP L- 11 & above)
38.				Medical Officer	10	4	DR - 4
39.	Staff Nurse Cadre	4	B (4)	Matron	8		NS - 4
40.				Staff Nurse	6	4	DR - 4
41.	Pharmacist Cadre	2	B	Pharmacist	8		NS - 2
42.				Pharmacist	6		NS - 2
43.			C (2)	Junior Pharmacist	5		NS - 2
44.				Junior Pharmacist	4	2	DR - 2
45.	Nutritionist	1	B (1)	Nutritionist	8		NS - 1
46.				Nutritionist	6	1	DR - 1
47.	Physiotherapist	1	B (1)	Physiotherapist	8		NS-1
48.				Physiotherapist	6	1	DR-1
49.	Pathologist	1	B	Pathologist	8		NS-1
50.				Pathologist	6		NS-1
51.			C (1)	Junior Pathologist	5		NS-1
52.				Junior Pathologist	4	1	DR-1
53.	Technical Cadre	92	A (10)	Senior Technical Officer	12	2	DR - 2
54.				Technical Officer	11		NS- 8
55.				Assistant Technical Officer	10	8	DR- 4 NS -4
56.			B (37)	Technical Superintendent	8		LDE- 19 NS-18
57.				Junior Technical Superintendent	6	37	DR- 20 LDE - 9 NS-8
58.			C (45)	Technician	5		NS - 35
59.				Junior Technician	4	35	DR - 35
60.				Lab Assistant	5		NS - 10
61.				Junior Lab Assistant	4	10	DR - 10

Technical Staff Cadre "C" = 52

Technical Staff Cadre "B" = 61

Technical Staff Cadre "A" = 33

Total Technical Staff (C,B, &A) = 146 (55% of total strength of 264)



# RECRUITMENT AND PROMOTION POLICY (RPP)-2021

## SECTION- III CAREER ADVANCEMENT STRUCTURE



ADMINISTRATIVE CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group A	REGISTRAR Level-14 (144200 - 218200)	DIRECT RECRUITMENT			
	DEPUTY REGISTRAR -SG Level-13A (131100 - 216600)				
	↑	DR -0%			
		Movement -100%	LDE	0%	
			NS	100%	Min. 2 years at L-13
	DEPUTY REGISTRAR Level- 13 (123100 - 215900)				
	↑	DR -0%			
		Movement -100%	LDE	0%	
			NS	100%	Min. 5 years at L-12
	DEPUTY REGISTRAR Level- 12 (78800 - 209200)	DIRECT RECRUITMENT			
	↑	DR -50%			
		Movement -50%	LDE	0%	
			NS	100%	Min. 5 years at L-11
	ASSISTANT REGISTRAR Level- 11 (67700 - 208700)				
	↑	DR -0%			
		Movement-100%	LDE	0%	
			NS	100%	Min. 5 years at L-10
	ASSISTANT REGISTRAR Level- 10 (56100 -177500)	DIRECT RECRUITMENT			
	↑	DR -50%			
		Promotion-50%	LDE	0%	
			NS	100%	Min. 2 years at L-8
Group B	SECTION OFFICER Level- 8 (47600 - 151100)				
	↑	DR -0%			
		Promotion-100%	LDE	50%	Min. 3 years at L-6
			NS	50%	Min. 6 years at L-6
	JUNIOR SUPERINTENDENT Level- 6 (35400 - 112400)	DIRECT RECRUITMENT			
	↑	DR -50%			
		Promotion-50%	LDE	50%	Min. 3 years at L-5
			NS	50%	Min. 6 years at L-5
Group C	SENIOR ASSISTANT Level- 5 (29200 - 92300)				
	↑	DR -0%			
		Promotion-100%	LDE	0%	
			NS	100%	Min. 5 years at L-4
	JUNIOR ASSISTANT Level- 4 (25500 - 81100)	DIRECT RECRUITMENT (ENTRY-LEVEL)			





ACCOUNTS CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group A	Accounts Cadre would merge with the Administrative Cadre in Group A at the level Assistant Registrar in Level- 11	As per the Administrative Cadre of for Group A			
Group B	ASSISTANT REGISTRAR (FINANCE & ACCOUNTS) Level- 10 (56100 -177500)	DIRECT RECRUITMENT			
	↑	DR -0 -100%			
		Promotion-100 - 0%	LDE	0%	
			NS	100%	Min. 2 years at L-8
	ACCOUNTS SUPERINTENDENT Level- 8 (47600 - 151100)				
	↑	DR -0%			
		Promotion-100%	LDE	50%	Min. 3 years at L-6
			NS	50%	Min. 6 years at L-6
Group C	JUNIOR ACCOUNTS SUPERINTENDENT Level- 6 (35400 - 112400)	DIRECT RECRUITMENT			
	↑	DR -50%			
		Promotion-50%	LDE	50%	Min. 3 years at L-5
			NS	50%	Min. 6 years at L-5
	JUNIOR ACCOUNTANT Level- 5 (29200 - 92300)				
Group C	↑	DR -0%			
		Promotion-100%	LDE	0%	
			NS	100%	Min. 5 years at L-4
	JUNIOR ACCOUNTANT Level- 4 (25500 - 81100)	DIRECT RECRUITMENT (ENTRY-LEVEL)			



PRIVATE SECRETARY CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group A	SENIOR PRIVATE SECRETARY Level- 10 (56100 -177500)	DIRECT RECRUITMENT			
	↑	DR – 0 - 100%			
		Promotion 100 - 0%	NS	100%	Min. 2 years at L-9
					-
Group B	PRIVATE SECRETARY Level- 9 (53100 - 167800)				
	↑	DR -0%			
		Promotion-100%	NS	100%	Min. 2 years at L-8
	PRIVATE SECRETARY Level- 8 (47600 - 151100)	DIRECT RECRUITMENT (ENTRY LEVEL)			





SECURITY CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group A	CHIEF SECURITY OFFICER Level- 12 (78800 - 209200)	DIRECT RECRUITMENT		
	SECURITY OFFICER Level- 11 (67700 - 208700)			
	↑	DR -0%		
		Movement 100%	NS	100% Min. 5 years at L-10
	SECURITY OFFICER Level- 10 (56100 -177500)	DIRECT RECRUITMENT		
Group B		DR -50%		
	↑	Promotion-50%	LDE	0%
			NS	100% Min. 2 years at L-8
	ASSISTANT SECURITY OFFICER Level- 8 (47600 - 151100)			
	↑	DR -0%		
		Promotion 100%	NS	100% Min. 2 years at L-7
Group B	ASSISTANT SECURITY OFFICER Level- 7 (44900 - 142400)			
	↑	DR -0%		
		Promotion 100%	NS	100% Min. 5 years at L-6
	ASSISTANT SECURITY OFFICER Level- 6 (35400 - 112400)	DIRECT RECRUITMENT (ENTRY LEVEL)		

PUBLIC RELATION OFFICER CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group A	PUBLIC RELATION OFFICER Level- 11 (67700 - 208700)			
	↑	DR -0 % Movement 100 %	NS	100% Min. 5 years at L-10
	ASSISTANT PUBLIC RELATION OFFICER Level- 10 (56100 -177500)	DIRECT RECRUITMENT		
Group B	ASSISTANT PUBLIC RELATION EXECUTIVE Level- 9 (53100 - 167800)			
	↑	DR -0% Promotion 100%	NS	100% Min. 2 years at L-8
	ASSISTANT PUBLIC RELATION EXECUTIVE Level- 8 (47600 - 151100)	DIRECT RECRUITMENT (ENTRY LEVEL)		



CAREER DEVELOPMENT & PLACEMENT OFFICER CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group A	CAREER DEVELOPMENT & PLACEMENT OFFICER Level- 11 (67700 - 208700)			
	↑	DR -0%		
		Movement 100%	NS	100 % Min. 5 years at L-10
	CAREER DEVELOPMENT & PLACEMENT OFFICER Level- 10 (56100 - 177500)	DIRECT RECRUITMENT		
Group B	ASSISTANT CAREER DEVELOPMENT EXECUTIVE L-9 (53100 - 167800)			
	↑	DR -0%		
		Promotion 100%	NS	100 % Min. 2 years at L-8
	ASSISTANT CAREER DEVELOPMENT EXECUTIVE L-8 (47600 - 151100)	DIRECT RECRUITMENT (ENTRY LEVEL)		

LEGAL CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group A	LEGAL OFFICER Level- 11 (67700 - 208700)			
	↑	DR -0%		
		Movement 100%	NS	100% Min. 5 years at L-10
	ASSISTANT LEGAL OFFICER Level- 10 (56100 -177500)	DIRECT RECRUITMENT		
Group B	↑	DR -0 -100%		
		Promotion 100- 0%	NS	100% Min. 2 years at L-9
	ASSISTANT LEGAL EXECUTIVE L-9 (53100 -167800)			
	↑	DR -0%		
		Promotion 100%	NS	100% Min. 2 years at L-8
	ASSISTANT LEGAL EXECUTIVE L-8 (47600 - 151100)	DIRECT RECRUITMENT (ENTRY LEVEL)		

PUBLIC HEALTH CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group A	PUBLIC HEALTH OFFICER LEVEL -10 (56100 -177500)	DIRECT RECRUITMENT			
	↑	DR -0%			
		Movement 100 - 0 %	NS	100%	Min. 2 years at L-8
Group B	ASSISTANT PUBLIC HEALTH EXECUTIVE Level- 8 (47600 - 151100)				
	↑	DR -0%			
		Promotion-100%	NS	100%	Min. 6 years at L-6
	ASSISTANT PUBLIC HEALTH EXECUTIVE Level- 6 (35400 - 112400)	DIRECT RECRUITMENT			
	↑	DR -50%			
		Promotion 50%	NS	100%	Min. 6 years at L-5
Group C	PUBLIC HEALTH INSPECTOR Level- 5 (29200 - 92300)				
	↑	DR -0%			
		Promotion 100%	NS	100%	Min. 5 years at L-4
	PUBLIC HEALTH INSPECTOR Level- 4 (25500 - 81100)	DIRECT RECRUITMENT ( ENTRY-LEVEL )			



HINDI CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group A	HINDI OFFICER Level- 11 (67700 - 208700)				
	↑	DR -0%			
		Promotion 100%	NS	100%	Min. 5 years at L-10
	HINDI OFFICER Level- 10 (56100 -177500)	DIRECT RECRUITMENT			
Group B	↑	DR -0 - 100%			
		Movement			
		100 - 0%	NS	100%	Min. 2 years at L-8
	SENIOR HINDI TRANSLATOR Level- 8 (47600 - 151100)				
Group B	↑	DR -0%			
		Promotion-100%	LDE		
			NS	100%	Min. 6 years at L-6
	HINDI TRANSLATOR Level- 6 (35400 - 112400)	DIRECT RECRUITMENT (ENTRY-LEVEL)			

DRIVER CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group C	<b>SENIOR DRIVER</b> Level- 5 (29200 – 92300)			
	↑	DR -0% Promotion 100%	NS	100% Min. 5 years at L-4
	<b>SENIOR DRIVER</b> Level- 4 (25500 – 81100)			
	↑	DR -0% Promotion 100%	NS	100% Min. 8 years at L-2
	<b>DRIVER</b> Level- 2 (19900 - 63200)	<b>DIRECT RECRUITMENT (ENTRY-LEVEL)</b>		

MTS CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group C/D	SENIOR MULTI- TASKING STAFF Level- 5 (29200 -92300)			
	↑	DR -0% Promotion 100%	NS	100% Min. 5 years at L-4
	SENIOR MULTI- TASKING STAFF Level- 4 (25500 -81100)			
	↑	DR -0% Promotion 100%	NS	100% Min. 8 years at L-2
	MULTI-TASKING STAFF Level- 2 (19900 -63200)			
	↑	DR -0% Promotion 100%	NS	100% Min. 3 years at L-1
	MULTI-TASKING STAFF Level- 1 (18000 -56900)	DIRECT RECRUITMENT (ENTRY LEVEL)		



NETWORK, SYSTEM & ERP CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group A	SENIOR SYSTEM ADMINISTRATOR / SENIOR NETWORK ADMINISTRATOR / SENIOR SOFTWARE ENGINEER Level- 12 (78800 - 209200)	DIRECT RECRUITMENT			
	↑	DR - 0 - 50%			
		Movement 100 -50%	NS	100%	Min. 5 years at L-11
	SYSTEM ADMINISTRATOR / NETWORK ADMINISTRATOR / SOFTWARE ENGINEER/ ELECTRONICS & MEDIA ENGINEER Level- 11 (67700 - 208700)				
	↑	DR -0%			
		Movement -100%	NS	100%	Min. 5 years at L-10
Group B	SYSTEM ADMINISTRATOR / NETWORK ADMINISTRATOR / SOFTWARE ENGINEER/ELECTRONICS & MEDIA ENGINEER Level- 10 (56100 -177500)				
		DIRECT RECRUITMENT			
	ASSISTANT SYSTEM ENGINEER / ASSISTANT NETWORK ENGINEER / ASSISTANT SOFTWARE ENGINEER / ASSISTANT ELECTRONICS & MEDIA ENGINEER Level- 8 (47600 - 151100)				
	↑	DR -0%			
		Promotion-100%	LDE	50%	Min. 3 years at L-6
			NS	50%	Min. 6 years at L-6
Group C	JUNIOR SYSTEM ENGINEER / JUNIOR NETWORK ENGINEER / WEB DEVELOPER /JUNIOR ELECTRONICS & MEDIA ENGINEER Level- 6 (35400 - 112400)	DIRECT RECRUITMENT			
	↑	DR -50%			
		Promotion-50%	LDE	50%	Min. 3 years at L-5
			NS	50%	Min. 6 years at L-5
Group C	TECHNICIAN (SYSTEM)/ TECHNICIAN (NETWORK) Level- 5 (29200 - 92300)				
	↑	DR -0%			
		Promotion-100%	LDE	0%	
			NS	100%	Min. 5 years at L-4
	JUNIOR TECHNICIAN (SYSTEM)/ JUNIOR TECHNICIAN (NETWORK) Level- 4 (25500 - 81100)	DIRECT RECRUITMENT (ENTRY-LEVEL)			

ENGINEERING CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group A	<b>SUPERINTENDING ENGINEER (CIVIL/ELECTRICAL)</b> Level- 13 (123100 -215900)	<b>DIRECT RECRUITMENT</b>		
	↑	DR -100%		
		Movement-0%	NS	
	<b>EXECUTIVE ENGINEER (Civil / Electrical)</b> Level- 12 (78800 - 209200)			
	↑	DR -0%		
		Movement-100%	LDE	0%
			NS	100% Min. 5 years at L-11
	<b>EXECUTIVE ENGINEER (Civil / Electrical)</b> Level- 11 (67700 - 208700)	<b>DIRECT RECRUITMENT</b>		
Group B	↑	DR - 0 -50%		
		Movement -100-50%	LDE	
			NS	100 - 50% Min. 5 years at L-10
	<b>ASSISTANT EXECUTIVE ENGINEER (Civil / Electrical)</b> Level- 10 (56100 -177500)	<b>DIRECT RECRUITMENT</b>		
	↑	DR -50%		
		Promotion-50%	LDE	0%
			NS	100% Min. 2 years at L-8
	<b>ASSISTANT ENGINEER</b> Level- 8 (47600 - 151100)			
Group B	↑	DR -0%		
		Promotion-100%	LDE	50% Min. 3 years at L-6
			NS	50% Min. 6 years at L-6
	<b>JUNIOR ENGINEER</b> Level- 6 (35400 - 112400)	<b>DIRECT RECRUITMENT (ENTRY-LEVEL)</b>		

COUNSELLING CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group - A	<b>SENIOR STUDENT COUNSELLOR</b> Level- 12 (78800 - 209200)	<b>DIRECT RECRUITMENTT</b>		
	↑	DR -0 - 100%		
		Movement 100 - 0%	NS	100% Min. 5 years at L-11
	<b>STUDENT COUNSELLOR</b> Level- 11 (67700 - 208700)			
	↑	DR -0%		
		Movement 100%	NS	100% Min. 5 years at L-10
	<b>STUDENT COUNSELLOR</b> Level- 10 (56100 -177500)	<b>DIRECT RECRUITMENT (ENTRY-LEVEL)</b>		



SPORTS CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group A	<b>SPORTS OFFICER</b> Level-11 (67700 - 208700)				
	↑	DR -0% Movement 100%	NS	100%	Min. 5 years at L-10
	<b>ASSISTANT SPORTS OFFICER</b> Level- 10 (56100- 177500)	<b>DIRECT RECRUITMENT</b>			
	↑	DR -0- 100% Promotion 100 - 0%	NS	100 %	Min. 2 years at L-8
Group B	<b>PHYSICAL TRAINING INSTRUCTOR</b> Level- 8 (47600 - 151100)				
	↑	DR -0% Promotion-100%	LDE NS	50% 50%	Min. 3 years at L-6 Min. 6 years at L-6
	<b>PHYSICAL TRAINING INSTRUCTOR</b> Level- 6 (35400 - 112400)	<b>DIRECT RECRUITMENT (ENTRY-LEVEL)</b>			

HORTICULTURE CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group A	HORTICULTURE OFFICER Level-10 (56100 -177500)	Direct Recruitment			
	↑	DR -100%			
		Promotion 0%	NS		
Group B	ASSISTANT HORTICULTURIST Level- 8 (47600 - 151100)				
	↑	DR -0%	LDE		
		Promotion 100%	NS	100%	Min. 6 years at L-6
	JUNIOR HORTICULTURIST Level- 6 (35400 -112400)	DIRECT RECRUITMENT (ENTRY-LEVEL)			

LIBRARY CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group A	<b>LIBRARIAN</b> Academic Pay Level- 14 ( 144200 - 218200)			
		<b>DIRECT RECRUITMENT</b>		
	<b>DEPUTY LIBRARIAN</b> Academic Pay Level- 13 A (131400 - 210800 )			
	↑	DR -0% Movement 100%	NS	100% Min. 5 years at L-12
	<b>DEPUTY LIBRARIAN</b> Academic Pay Level- 12 (79800 - 127900)	<b>DIRECT RECRUITMENT</b>		
	↑	DR -0- 50% Movement 100 - 50%	NS	100% Min. 5 years at L-11
	<b>ASSISTANT LIBRARIAN</b> Academic Pay Level- 11 (68900 - 110500)			
	↑	DR -0% Movement-100%	NS	100% Min. 5 years at L-10
	<b>ASSISTANT LIBRARIAN</b> Academic Pay Level- 10 (57700 - 92500)	<b>DIRECT RECRUITMENT</b>		
	↑	DR -50% Promotion-50%	LDE NS	0% 100% Min 2 years at L-8
Group B	<b>LIBRARY INFORMATION SUPERINTENDENT</b> Level- 8 (47600 - 151100)			
	↑	DR -0% Promotion-100%	LDE NS	50% 50% Min. 3 years at L-6 Min. 6 years at L-6
	<b>JUNIOR LIBRARY INFORMATION SUPERINTENDENT</b> Level- 6 (35400 - 112400)	<b>DIRECT RECRUITMENT (ENTRY-LEVEL)</b>		



MEDICAL CADRE		
Group	Position / Level / Pay Scale	Procedure / Remarks
MEDICAL CADRE FOR DOCTOR		
Group A	<b>CHIEF MEDICAL OFFICER</b> Level- 12 (78800 - 209200)	
	↑	Movement as per Vacancy
	<b>SENIOR MEDICAL OFFICER</b> Level- 11 (67700 - 208700)	
	↑	100% Movement as per DACP rules
	<b>MEDICAL OFFICER</b> Level- 10 (56100 -177500)	DIRECT RECRUITMENT (ENTRY-LEVEL)

STAFF NURSE CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group B	Matron Level- 8 (47600 - 151100)			
	↑	DR -0%		
		Promotion-100%	LDE NS	0% 100% Min. 6 years at L-6
	Staff Nurse Level- 6 (35400 -112400)	DIRECT RECRUITMENT (ENTRY-LEVEL)		

PHARMACIST CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group B	PHARMACIST Level- 8 (47600 – 151100)				
	↑	DR -0%			
		Promotion-100%	LDE	0%	
			NS	100%	Min. 6 years at L-6
Group C	PHARMACIST Level- 6 (35400 – 112400)				
	↑	DR -0%			
		Promotion-100%	LDE	0%	
			NS	100%	Min. 6 years at L-5
	JUNIOR PHARMACIST Level- 5 (29200 – 92300)				
	↑	DR -0%			
		Promotion-100%	LDE	0%	
			NS	100%	Min. 5 years at L-4
	JUNIOR PHARMACIST Level-4 (25500 – 81100)	DIRECT RECRUITMENT (ENTRY-LEVEL)			



NUTRITIONIST CADRE				
Group	Position / Level / Pay Scale	Procedure / Remarks		
Group B	NUTRITIONIST Level- 8 (47600 – 151100)			
	↑	DR -0%		
		Probation 100%	NS	100% Min. 6 years at L-6
	NUTRITIONIST Level- 6 (35400 – 112400)	DIRECT RECRUITMENT (ENTRY-LEVEL)		



PATHOLOGIST CADRE						
Group	Position / Level / Pay Scale	Procedure / Remarks				
Group B	<b>PATHOLOGIST</b> Level- 8 (47600 - 151100)					
	↑	DR -0%				
		Promotion-100%	LDE	0%		
			NS	100%	Min. 6 years at L-6	
	<b>PATHOLOGIST</b> Level- 6 (35400 - 112400)					
Group C	↑	DR -00%				
		Promotion-100%	LDE	0%		
			NS	100%	Min. 6 years at L-5	
	<b>JUNIOR PATHOLOGIST</b> Level- 5 (29200 - 92300)					
	↑	DR -0%				
		Promotion-100%	LDE	0%		
			NS	100%	Min. 5 years at L-4	
<b>JUNIOR PATHOLOGIST</b> Level-4 (25500 - 81100)	<b>DIRECT RECRUITMENT (ENTRY-LEVEL)</b>					

PHYSIOTHERAPIST CADRE					
Group	Position / Level / Pay Scale	Procedure / Remarks			
Group B	PHYSIOTHERAPIST Level- 8 (47600 - 151100)				
	↑	DR -0%			
		Probation 100%	NS	100%	Min. 6 years at L-6
	PHYSIOTHERAPIST Level- 6 (35400 - 112400)	DIRECT RECRUITMENT (ENTRY-LEVEL)			



TECHNICAL CADRE						
Group	Position / Level / Pay Scale		Procedure / Remarks			
Group A	SENIOR TECHNICAL OFFICER Level- 12 (78800 -209200)		DIRECT RECRUITMENT			
	↑		DR -0 - 100%			
			Movement100 – 0 %	LDE		
			NS	100 %	Min. 5 years at L-11	
	TECHNICAL OFFICER Level- 11 (67700 - 208700)					
	↑		DR –0%			
		Movement-100%	LDE			
		NS	100 %	Min. 5 years at L-10		
ASSISTANT TECHNICAL OFFICER Level- 10 (56100 -177500)		DIRECT RECRUITMENT				
↑		DR –50%				
		Promotion-50%	LDE	0%		
		NS	100 %	Min. 2 years at L- 8		
Group B	TECHNICAL SUPERINTENDENT Level- 8 (47600 - 151100)					
	↑		DR –0%			
			Promotion-100%	LDE	50 %	Min. 3 years at L-6
			NS	50 %	Min. 6 years at L-6	
	JUNIOR TECHNICAL SUPERINTENDENT Level- 6 (35400 - 112400)		DIRECT RECRUITMENT			
	↑		DR –50%			
		Promotion-50%	LDE	50%	Min. 3 years at L-5	
		NS	50%	Min. 6 years at L-5		
Group C	LAB ASSISTANT Level- 5 (29200 – 92300)	TECHNICIAN Level- 5 (29200 – 92300)				
	↑	↑	DR –0%			
			Promotion-100%	LDE		
		NS	100 %	Min. 5 years at L-4		
JUNIOR LAB ASSISTANT Level- 4 (25500 - 81100)		JUNIOR TECHNICIAN Level- 4 (25500 - 81100)	DIRECT RECRUITMENT (ENTRY-LEVEL)			

# **RECRUITMENT AND PROMOTION POLICY (RPP)-2021**

## **SECTION- IV**

### **INDIVIDUAL RECRUITMENT POLICY OF EACH POST, JOB DESCRIPTIONS, QUALIFICATION & EXPERIENCE**



## ADMINISTRATION

	Name of the Post	Registrar
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Pay Level -14 ( 144200 - 218200)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	57 years
6.	Educational and other qualifications required	<p><b>Essential:</b> A Master degree with at least 55% of marks or its equivalent grade of "B" in the UGC seven point scale with experience as under:</p> <p>a) 15 years of experience as Assistant Professor in the Pay Level- 11 (AGP of Rs. 7000/-) and above or with 8 years of service in Pay Level- 12 (AGP of Rs. 8000/-) with experience in Educational Administration,</p> <p style="text-align: center;"><b>OR</b></p> <p>b) Comparable experience in research establishment and/or other institutions of higher education,</p> <p style="text-align: center;"><b>OR</b></p> <p>c) 15 years of administrative experience out of which 8 years shall be as Deputy Registrar in the Pay Level -12 or equivalent.</p> <p><i>(N.B.: Appropriate regulations of UGC/MHRD issued from time to time shall apply for educational qualification and experience prescribed above.)</i></p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	Not applicable
8.	Period of probation, if any	Not applicable
9.	Method of Recruitment	On Deputation/Contract basis for a tenure of upto 5 years or till attaining the age of 62 years whichever is earlier or as fixed by GoI by orders issued in this regard from time to time.
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/ Absorption to be made	Not applicable
11.	Composition of Selection Committee	As per the Statutes of the Institute.



	Name of the Post	Deputy Registrar SG				
1.	No. of Post(s)	5 (Five) (only promotional post)				
2.	Classification	<b>Group-A</b>				
3.	Scale of Pay	Pay Level -13A ( 131100 -216600)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	<b>For Promotion:</b> No age bar				
6.	Educational and other qualifications required	<p><b>Essential:</b> A Master degree with at least 55% of marks or its equivalent grade of “B” in the UGC seven point scale with experience as under:</p> <p>a) Nine years of experience as Assistant Professor in Academic Level-10 and above with experience in Educational Administration,</p> <p style="text-align: center;"><b>OR</b></p> <p>b) Comparable experience in research establishment and/or other institutions of higher education,</p> <p style="text-align: center;"><b>OR</b></p> <p>c) 5 years of experience as Assistant Registrar or in an equivalent post</p> <p><b><u>For Promotion minimum experience</u></b></p> <table border="1"><tr><td>NS</td><td>Min. 2 years experience at L-13</td></tr></table>	NS	Min. 2 years experience at L-13		
NS	Min. 2 years experience at L-13					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation, if any	For promotion - Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table border="1"><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 2 years at L-13</td></tr></table>	Method of Promotion	NS	100%	Min. 2 years at L-13
Method of Promotion	NS	100%	Min. 2 years at L-13			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -13 ( 123100 - 215900)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				

	Name of the Post	Deputy Registrar				
1.	No. of Post(s)	5 (Five) (only promotional post)				
2.	Classification	Group-A				
3.	Scale of Pay	Pay Level -13 ( 123100 - 215900)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required	<p><b>Essential:</b> A Master degree with at least 55% of marks or its equivalent grade of “B” in the UGC seven point scale with experience as under:</p> <p>a) Nine years of experience as Assistant Professor in Academic Level-10 and above with experience in Educational Administration,</p> <p style="text-align: center;"><b>OR</b></p> <p>b) Comparable experience in research establishment and/or other institutions of higher education,</p> <p style="text-align: center;"><b>OR</b></p> <p>c) 5 years of experience as Assistant Registrar or in an equivalent post</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years experience at L-12</td></tr></table>	NS	Min. 5 years experience at L-12		
NS	Min. 5 years experience at L-12					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation, if any	For promotion - Nil				
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L-12</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years at L-12
Method of Promotion	NS	100%	Min. 5 years at L-12			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -12 ( 78800 - 209200)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Deputy Registrar				
1.	No. of Post(s)	5 (Five)				
2.	Classification	<b>Group-A</b>				
3.	Scale of Pay	Pay Level -12 ( 78800 - 209200) (N.B.: After 5 years, Dy. Registrar will be upgraded to Level-13)				
4.	Whether Selection Post or Non-Selection Post	Selection on merit				
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 50 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar				
6.	Educational and other qualifications required	<b><u>Essential:</u></b> A Master degree with at least 55% of marks or its equivalent grade of “B” in the UGC seven point scale with experience as under: a) Nine years of experience as Assistant Professor in Academic Level-10 and above with experience in Educational Administration, <b>OR</b> b) Comparable experience in research establishment and/or other institutions of higher education, <b>OR</b> c) 5 years of experience as Assistant Registrar or in an equivalent post  <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 5 years experience at L-11</td></tr></table>	NS	Min. 5 years experience at L-11		
NS	Min. 5 years experience at L-11					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation, if any	Direct Recruitment : One year For promotion – Nil				
9.	Method of Recruitment	I. Direct Recruitment (50%) II. Promotion (50%) <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years experience at L- 1</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years experience at L- 1
Method of Promotion	NS	100%	Min. 5 years experience at L- 1			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 11 (67700 – 208700)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Assistant Registrar				
1.	No. of Post(s)	9 (Nine)				
2.	Classification	Group-A				
3.	Scale of Pay	Pay Level -11 (67700 - 208700)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required	<p><b>Essential:</b> Master's Degree with at least 55% marks or an equivalent grade on a point scale with excellent Academic record.</p> <p><b>Desirable:</b></p> <p>i) Professional qualification in area of MBA / LLB /CA/ICWA /CS etc.</p> <p>ii) At least 8 years of relevant experience at supervisory level or equivalent post in Government/Government Research Establishments/ Universities/Statutory Organizations/ Government Organizations of high repute.</p> <p>iii) Knowledge in Computer Applications and Office Automation.</p> <p>iv) Experience in handling Administrative/ Finance &amp; Accounting / Academic / Legal / Audit / Stores &amp; Purchase / Establishment matters.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 5 years experience at L-10</td></tr></table>	NS	Min. 5 years experience at L-10		
NS	Min. 5 years experience at L-10					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation, if any	For Promotion -Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L-10</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years at L-10
Method of Promotion	NS	100%	Min. 5 years at L-10			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				

	Name of the Post	Assistant Registrar								
1.	No. of Post(s)	09 (Nine)								
2.	Classification	Group-A								
3.	Scale of Pay	Pay Level -10 ( 56100 – 177500)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit / Non- Selection								
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 45 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar								
6.	Educational and other qualifications required	<b>Essential:</b> Master's Degree or equivalent degree with at least 55% marks on a point scale with excellent Academic record. <b>Desirable:</b> i) Professional qualification in area of MBA / LLB /CA/ICWA /CS etc. ii) At least 8 years of relevant experience at supervisory level or equivalent post in Government/Government Research Establishments/ Universities/Statutory Organizations/ Government Organizations of high repute. iii) Knowledge in Computer Applications and Office Automation. iv) Experience in handling Administrative/ Finance & Accounting / Academic / Legal / Audit / Stores & Purchase / Establishment matters. <b><u>For Promotion minimum experience</u></b> <table border="1"><tr><td>NS</td><td>Min. 2 years experience at L-8</td></tr></table>	NS	Min. 2 years experience at L-8						
NS	Min. 2 years experience at L-8									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation, if any	Direct Recruitment / Promotion : One year								
9.	Method of Recruitment	I. Direct Recruitment (50%) II. Promotion (50%) <table border="1"><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 2 years at L- 8</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 2 years at L- 8
Method of Promotion	LDE	0%								
	NS	100%	Min. 2 years at L- 8							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 8 (47600 -151100)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Section Officer							
1.	No. of Post(s)	30 (Thirty) (only promotional post)							
2.	Classification	Group-B							
3.	Scale of Pay	Pay Level - 8 ( 47600 -151100)							
4.	Whether Selection Post or Non-Selection Post	Non Selection							
5.	Age Limit	For Promotion : No age bar							
6.	Educational and other qualifications required	<p><b>Essential:</b></p> <p>I) A Master degree or its equivalent from a recognized University with 55% of marks and of relevant experience in Govt. / Semi Govt. / Central autonomous bodies in the field of Administration, Academic, Store/Purchase, Material Management, Public Relations.</p> <p style="text-align: center;"><b>OR</b></p> <p>A Bachelor degree or its equivalent from a recognized University with relevant experience in Govt. / Semi Govt. / Central autonomous bodies the field of Administration, Academic, Store/Purchase, Material Management, Public Relations.</p> <p>II) Knowledge of Computer Application like word process, spread sheet, presentation software etc.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td>Min. 3 years experience at L-6</td></tr><tr><td>NS</td><td>Min. 6 years experience at L-6</td></tr></table>	LDE	Min. 3 years experience at L-6	NS	Min. 6 years experience at L-6			
LDE	Min. 3 years experience at L-6								
NS	Min. 6 years experience at L-6								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.							
8.	Period of probation, if any	For Promotion-Nil							
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td rowspan="2">Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years' experience at L-6</td></tr><tr><td>NS</td><td>50%</td><td>Min. 6 years' experience at L-6</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years' experience at L-6	NS	50%	Min. 6 years' experience at L-6
Method of Promotion	LDE	50%		Min. 3 years' experience at L-6					
	NS	50%	Min. 6 years' experience at L-6						
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)							
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.							



	Name of the Post	Junior Superintendent								
1.	No. of Post(s)	30 (Thirty)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit / Non-selection								
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 35 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar								
6.	Educational and other qualifications required	<b><u>Essential:</u></b> I) A Master degree or its equivalent from a recognized University with 55% of marks and 3 years of relevant experience in Govt./Semi Govt./Central autonomous bodies in the field of Administration, Academic, Store/Purchase, Material Management, Public Relations. <b>OR</b> A Bachelor degree or its equivalent from a recognized University with 5 years of relevant experience in Govt. / Semi Govt. / Central autonomous bodies the field of Administration, Academic, Store/Purchase, Material Management, Public Relations.  II) Knowledge of Computer Application like word processor, spreadsheet, presentation software etc. <b><u>For Promotion minimum experience</u></b> <table><tr><td>LDE</td><td>Min. 3 years experience at L-5</td></tr><tr><td>NS</td><td>Min. 6 years experience at L-5</td></tr></table>	LDE	Min. 3 years experience at L-5	NS	Min. 6 years experience at L-5				
LDE	Min. 3 years experience at L-5									
NS	Min. 6 years experience at L-5									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation, if any	For Direct Recruitment/promotion : Two years								
9.	Method of Recruitment	I. Direct Recruitment (50%) II. Promotion (50%) <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years at L- 5</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years at L- 5</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years at L- 5		NS	50%	Min. 6 years at L- 5
Method of Promotion	LDE	50%	Min. 3 years at L- 5							
	NS	50%	Min. 6 years at L- 5							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 5 (29200 -92300)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Senior Assistant				
1.	No. of Post(s)	30 (Thirty) (only promotional post)				
2.	Classification	Group-C				
3.	Scale of Pay	Pay Level – 5 (29200 – 92300)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion : No age bar				
6.	Educational and other qualifications required	<p><b>Essential:</b></p> <p>I) A Bachelor degree or its equivalent from a recognized University with relevant experience in Govt. / Semi Govt. / Central autonomous bodies the field of Administration, Academic, Accounts, Store/Purchase, Material Management, Public Relations.</p> <p>II) Knowledge of Computer Application and key depression speed equivalent to 40 w.p.m and proficiency in office applications like Word, Excel, Powerpoint etc.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L-4</td></tr></table>	NS	Min. 5 years' experience at L-4		
NS	Min. 5 years' experience at L-4					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation, if any	For Promotion: Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years experiences at L-</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years experiences at L-
Method of Promotion	NS	100%	Min. 5 years experiences at L-			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 4 (25500 - 81100)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Junior Assistant
1.	No. of Post(s)	30 (Thirty)
2.	Classification	Group-C
3.	Scale of Pay	Pay Level - 4 (25500 - 81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	32 years
6.	Educational and other qualifications required	<b>Essential:</b> I) A Bachelor degree or its equivalent from a recognized University with 2 years of relevant experience in Govt. / Semi Govt. / Central autonomous bodies the field of Administration, Academic, Store/Purchase, Material Management, Public Relations.  II) Knowledge of Computer Application and key depression speed equivalent to 40 w.p.m and proficiency in office applications like Word, Excel, Power point etc.
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## ACCOUNTS CADRE

	Name of the Post	Assistant Registrar (Finance & Accounts)												
1.	No. of Post(s)	1 (One)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level -10 ( 56100 – 177500)												
4.	Whether Selection Post or Non-Selection Post	Selection on merit												
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 45 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar												
6.	Educational and other qualifications required	<b><u>Essential:</u></b> Master's Degree in Commerce or MBA (Finance) / Bachelor Degree with CA/ICWA/FCA or equivalent with minimum 55 % marks. <b><u>Experience</u></b> Must be a Fellow/ Associate Member of the Institute of Chartered Accountants of India or the Institute of Cost Accountants of India with minimum five years of post qualification experience in any Government / PSU/ State/ Central Educational Institution at Executive level (pay level 10 and above). Proficiency in computer and working in Tally ERP 9. <b><u>Desirable</u></b> PG Diploma in Computer Applications, working in Central Autonomous Bodies.  <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 2 years experience at L-8</td></tr></table>	NS	Min. 2 years experience at L-8										
NS	Min. 2 years experience at L-8													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation, if any	Direct Recruitment/Promotion : One year												
9.	Method of Recruitment	<table><tr><td>Direct Recruitment</td><td>0-100 %</td></tr><tr><td>Promotion</td><td>100-0%</td></tr></table> Promotion <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 2 years at L-8</td></tr></table>	Direct Recruitment	0-100 %	Promotion	100-0%	Method of Promotion	LDE	0%			NS	100%	Min. 2 years at L-8
Direct Recruitment	0-100 %													
Promotion	100-0%													
Method of Promotion	LDE	0%												
	NS	100%	Min. 2 years at L-8											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 8 (47600 -151100)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												



	Name of the Post	Accounts Superintendent							
1.	No. of Post(s)	6 (Six) (only promotional post)							
2.	Classification	Group-B							
3.	Scale of Pay	Pay Level - 8 ( 47600 -151100)							
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non- selection both							
5.	Age Limit	For Direct Recruitment: 35 years For Promotion/Deputation/Absorption No age bar							
6.	Educational and other qualifications required	<p><b>Essential:</b></p> <p>I) A Master degree in Commerce or its equivalent from a recognized University with 55% of marks and relevant experience in Govt. / Semi Govt. / Central autonomous bodies in the field of Internal Audits/Audit works, Final Accounts, Finance, Budget etc.</p> <p style="text-align: center;"><b>OR</b></p> <p>A Bachelor degree in Commerce or its equivalent from a recognized University and Inter CA/ICWA/ICSI with relevant experience in Internal Audits/Audit works, Final Accounts, Finance, Budget etc.</p> <p>II) Knowledge of Computer Application and proficiency in office applications like Word, Excel, Power point and Tally / Accounting Software.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td>Min. 3 years experience at L-6</td></tr><tr><td>NS</td><td>Min. 6 years experience at L-6</td></tr></table>	LDE	Min. 3 years experience at L-6	NS	Min. 6 years experience at L-6			
LDE	Min. 3 years experience at L-6								
NS	Min. 6 years experience at L-6								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.							
8.	Period of probation, if any	For Promotion : Nil							
9.	Method of Recruitment	100% on promotion <table><tr><td rowspan="2">Method of Promotion</td><td>LDE</td><td>50%</td><td>Min 3 years at L-6</td></tr><tr><td>NS</td><td>50%</td><td>Min. 6 years at L-6</td></tr></table>	Method of Promotion	LDE	50%	Min 3 years at L-6	NS	50%	Min. 6 years at L-6
Method of Promotion	LDE	50%		Min 3 years at L-6					
	NS	50%	Min. 6 years at L-6						
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)							
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.							



	Name of the Post	Junior Accounts Superintendent								
1.	No. of Post(s)	06 (Six)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit								
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 35 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar								
6.	Educational and other qualifications required	<b><u>Essential:</u></b> I) A Master degree in Commerce or its equivalent from a recognized University with 55% of marks and 3 years of relevant experience in Govt. / Semi Govt. / Central autonomous bodies in the field of Internal Audits/Audit works, Final Accounts, Finance, Budget etc. <b>OR</b> A Bachelor degree in Commerce or its equivalent from a recognized University and Inter CA/ICWA/ICSI with 5 years of relevant experience in Internal Audits/Audit works, Final Accounts, Finance, Budget etc. II) Knowledge of Computer Application and proficiency in office applications like Word, Excel, Power point and Tally / Accounting Software. <b><u>For Promotion minimum experience</u></b> <table><tr><td>LDE</td><td>Min. 3 years experience at L-5</td></tr><tr><td>NS</td><td>Min. 6 years experience at L-5</td></tr></table>	LDE	Min. 3 years experience at L-5	NS	Min. 6 years experience at L-5				
LDE	Min. 3 years experience at L-5									
NS	Min. 6 years experience at L-5									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation, if any	Direct recruitment / promotion : 2 years								
9.	Method of Recruitment	I. Direct Recruitment (50%) II. Promotion (50%) <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years experience at L- 5</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years experience at L- 5</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years experience at L- 5		NS	50%	Min. 6 years experience at L- 5
Method of Promotion	LDE	50%	Min. 3 years experience at L- 5							
	NS	50%	Min. 6 years experience at L- 5							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 5 (29200 -92300)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Junior Accountant				
1.	No. of Post(s)	6 (Six) (Only promotional post)				
2.	Classification	Group-C				
3.	Scale of Pay	Pay Level – 5 (29200 – 92300)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion : No age bar				
6.	Educational and other qualifications required	<p><b><u>Essential:</u></b></p> <p>I) A Bachelor degree in Commerce or its equivalent from a recognized University and Inter CA/ICWA/ICSI with relevant experience in Internal Audits/Audit works, Final Accounts, Finance, Budget etc.</p> <p>II) Knowledge of computer application and proficiency in office applications like Word, Excel, Power point and Tally / Accounting Software.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L-4</td></tr></table>	NS	Min. 5 years' experience at L-4		
NS	Min. 5 years' experience at L-4					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation, if any	For Promotion : Nil				
9.	Method of Recruitment	<p>100% on promotion.</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L-4</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years at L-4
Method of Promotion	NS	100%	Min. 5 years at L-4			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 4 (25500 - 81100)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				

	Name of the Post	Junior Accountant
1.	No. of Post(s)	6 (Six)
2.	Classification	Group-C
3.	Scale of Pay	Pay Level- 4 (25500 - 81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	32 years
6.	Educational and other qualifications required	<b>Essential:</b> I) A Bachelor degree in Commerce or its equivalent from a recognized University and Inter CA/ICWA/ICSI with 2 years of relevant experience in Internal Audits/Audit works, Final Accounts, Finance, Budget etc. II) Knowledge of computer application and proficiency in office applications like Word, Excel, Power point and Tally / Accounting Software.
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation, if any	Direct Recruitment – Two years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## PRIVATE SECRETARY

	Name of the Post	Senior Private Secretary							
1.	No. of Post(s)	2 (Two)							
2.	Classification	Group-A							
3.	Scale of Pay	Pay Level - 10 ( 56100 -177500)							
4.	Whether Selection Post or Non-Selection Post	Selection on merit / Non-Selection							
5.	Age Limit	<b><u>For Promotion</u></b> No age bar							
6.	Educational and other qualifications required	<b><u>Essential:</u></b> I) A Bachelor degree or its equivalent from a recognized University with 5 years of relevant experience as PA / PS in Govt. / Semi Govt. / Central autonomous bodies II) Proficiency in English language, stenography with minimum speed of 100 w.p.m., computer knowledge with key depression speed of 40 w.p.m. office application and secretarial practices in interdepartmental / Govt. correspondence , maintenance of daily diary, appointments, meetings.  <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 2 years' experience at L-9</td></tr></table>	NS	Min. 2 years' experience at L-9					
NS	Min. 2 years' experience at L-9								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.							
8.	Period of probation, if any	For Direct Recruitment/Promotion : One Year							
9.	Method of Recruitment	100% on promotion <table><tr><td rowspan="2">Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td>NS</td><td>100%</td><td>Min. 2 year's at L-9</td></tr></table>	Method of Promotion	LDE	0%		NS	100%	Min. 2 year's at L-9
Method of Promotion	LDE	0%							
	NS	100%	Min. 2 year's at L-9						
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -9 (53100 - 167800)							
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.							



	Name of the Post	Private Secretary			
1.	No. of Post(s)	2 (Two) (Only promotional post)			
2.	Classification	Group-B			
3.	Scale of Pay	Pay Level - 9 ( 53100-167800)			
4.	Whether Selection Post or Non-Selection Post	Non-Selection			
5.	Age Limit	For Promotion: No age bar			
6.	Educational and other qualifications required	<b>Essential:</b>			
		I) A Bachelor degree or its equivalent from a recognized University with relevant experience as PA / PS in Govt. / Semi Govt. / Central autonomous bodies			
		II) Proficiency in English language, stenography with minimum speed of 100 w.p.m., computer knowledge with key depression speed of 40 w.p.m. office application and secretarial practices in interdepartmental / Govt. correspondence , maintenance of daily diary, appointments, meetings.			
		<b>For Promotion</b>			
		NS	Min. 2 years' experience at L-8		
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.			
8.	Period of probation, if any	Nil			
9.	Method of Recruitment	100% on promotion			
		Method of Promotion	NS	100%	Min. 2 year's at L-8
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 8 ( 47600 - 151100)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			

	Name of the Post	Private Secretary
1.	No. of Post(s)	2 (Two)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level - 8 ( 47600 - 151100)
4.	Whether Selection Post or Non-Selection Post	Selection by merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<b>Essential:</b> I) A Bachelor degree or its equivalent from a recognized University with 8 years of relevant experience as PA / PS in Govt. / Semi Govt. / Central autonomous bodies II) Proficiency in English language, stenography with minimum speed of 100 w.p.m., computer knowledge with key depression speed of 40 w.p.m. office application and secretarial practices in interdepartmental / Govt. correspondence , maintenance of daily diary, appointments, meetings.
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation, if any	Direct Recruitment - Two years
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## SECURITY

	Name of the Post	Chief Security Officer
1.	No. of Post(s)	As per sanctioned strength
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Pay Level -12 ( 78800 - 209200)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	<b>50</b>
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b></p> <p>(i) Bachelor's Degree from a recognized University</p> <p>(ii) More than 10 years' service experience in Police/ Para- Military Forces/ Defence, holding the rank of and above Deputy Superintendent of Police or Captain in Army or its equivalent in Navy and Air Force with exemplary service</p> <p>(iii) Holding a valid driving license to ride Jeep/ Motor Cycle</p> <p><b>Desirable:</b> Candidate should have adequate knowledge of firefighting, management of subordinates, capacity to liaise with different Government and Non-Government organization and skill to tackle labor related problems. Experience in any engineering / technical Institutions like IITs/IISERs/IISc/NITs and similar Central Government Institution.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Direct Recruitment - One year
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.





	Name of the Post	Security Officer				
1.	No. of Post(s)	1 (One) (Only promotional post)				
2.	Classification	Group-A				
3.	Scale of Pay	Pay Level -11 ( 56100 – 177500)				
4.	Whether Selection Post or Non-Selection Post	Non-Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b></p> <p>(i) Bachelor's Degree from a recognized University</p> <p>(ii) More than 10 years' of service experience in Police/ Para- Military Forces/ Defence, holding the rank of and above Deputy Superintendent of Police or Capitan in Army or its equivalent in Navy and Air Force with exemplary service</p> <p>(iii) Holding a valid driving license to ride Jeep/ Motor Cycle</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L-10</td></tr></table>	NS	Min. 5 years' experience at L-10		
NS	Min. 5 years' experience at L-10					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L-10</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years at L-10
Method of Promotion	NS	100%	Min. 5 years at L-10			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorp tion to be made	Pay Level -10 ( 56100 – 177500)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				

	Name of the Post	Security Officer			
1.	No. of Post(s)	1 (One)			
2.	Classification	Group-A			
3.	Scale of Pay	Pay Level -10 ( 56100 – 177500)			
4.	Whether Selection Post or Non-Selection Post	Selection on merit			
5.	Age Limit	45 years			
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b></p> <p>(i) Bachelor's Degree from a recognized University</p> <p>(ii) More than 10 years' service experience in Police/ Para- Military Forces/ Defence, holding the rank of and above Deputy Superintendent of Police or Captain in Army or its equivalent in Navy and Air Force with exemplary service</p> <p>(iii) Holding a valid driving license to ride Jeep/ Motor Cycle</p> <p><b>Desirable:</b> Candidate should have adequate knowledge of firefighting, management of subordinates, capacity to liaise with different Government and Non-Government organization and skill to tackle labor related problems. Experience in any engineering / technical Institutions like IITs/IISERs/IISc/NITs and similar Central Government Institution.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 2 years' experience at L-8</td></tr></table>	NS	Min. 2 years' experience at L-8	
NS	Min. 2 years' experience at L-8				
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.			
8.	Period of probation if any	Direct Recruitment: Two years			
9.	Method of Recruitment	<p>I. Direct Recruitment 50%</p> <p>II. Promotion 50% failing which by Direct Recruitment</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>Min. 2 years experiences at L- 8</td></tr></table>	Method of Promotion	NS	Min. 2 years experiences at L- 8
Method of Promotion	NS	Min. 2 years experiences at L- 8			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 8 ( 47600 -151100)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			



	Name of the Post	Assistant Security Officer				
1.	No. of Post(s)	2 (Two) (Only promotional post)				
2.	Classification	<b>Group-B</b>				
3.	Scale of Pay	Pay Level - 8 ( 47600 -151100)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required	<b>Essential</b> I) Graduation with relevant experience in the armed or paramilitary forces.  II) Should have experience in security, surveillance, handling firearms, firefighting/ Police training and matters pertaining to civic/ staffs unrest. <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 2 years' experience at L-7</td></tr></table>	NS	Min. 2 years' experience at L-7		
NS	Min. 2 years' experience at L-7					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	Nil				
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>NS</td><td>100 %</td><td>Min. 2 year's experience at L-7</td></tr></table>	Method of Promotion	NS	100 %	Min. 2 year's experience at L-7
Method of Promotion	NS	100 %	Min. 2 year's experience at L-7			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 7 ( 44900 - 142400)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute..				



	Name of the Post	Assistant Security Officer				
1.	No. of Post(s)	2 (Two) (Only promotional post)				
2.	Classification	<b>Group-B</b>				
3.	Scale of Pay	Pay Level - 7 ( 44900 - 142400)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required	<p><b><u>Essential</u></b></p> <p>I) Graduation with relevant experience in the armed or paramilitary forces.</p> <p>II) Should have experience in security, surveillance, handling firearms, firefighting/ Police training and matters pertaining to civic/ staffs unrest.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 5 year's experience at L-6</td></tr></table>	NS	Min. 5 year's experience at L-6		
NS	Min. 5 year's experience at L-6					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 year's at L-6</td></tr></table>	Method of Promotion	NS	100%	Min. 5 year's at L-6
Method of Promotion	NS	100%	Min. 5 year's at L-6			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Assistant Security Officer
1.	No. of Post(s)	2 (Two)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential</b></p> <p>I) Graduation with 5 years relevant experience in the armed or paramilitary forces.</p> <p>II) Should have experience in security, surveillance, handling firearms, firefighting/ Police training and matters pertaining to civic/ staffs unrest.</p> <p><b>Desirable:</b></p> <p>(i) A retired/released/in service Senior Non-Commissioned Officer/ junior Commissioned Officer of Army/ Navy/ Air Force.</p> <p>(ii) Persons with familiarity with computers, experience in educational or large organizations and with good interpersonal skills will be preferred.</p> <p>(iii) Should have sound health and active habits.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Direct Recruitment : Two years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

## HINDI

	Name of the Post	Hindi Officer				
1.	No. of Post(s)	As per sanctioned strength				
2.	Classification	Group-A				
3.	Scale of Pay	Pay Level -11 ( 67700 - 208700)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required	<p><b>Essential:</b> Master's degree of a recognized University or equivalent in Hindi with English as a subject at the degree level OR Master's degree of recognized University or equivalent in English with Hindi as a subject at the degree level OR Bachelor's degree with Hindi and English as main subjects (which includes term compulsory and elective).</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L-10</td></tr></table>	NS	Min. 5 years' experience at L-10		
NS	Min. 5 years' experience at L-10					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years' at L-10</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years' at L-10
Method of Promotion	NS	100%	Min. 5 years' at L-10			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				





	Name of the Post	Hindi Officer								
1.	No. of Post(s)	As per sanctioned strength								
2.	Classification	Group-A								
3.	Scale of Pay	Pay Level -10 ( 56100 – 177500)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit								
5.	Age Limit	45 years								
6.	Educational and other qualifications required	<p><b>Essential:</b> Master's degree of a recognized University or equivalent in Hindi with English as a subject at the degree level OR Master's degree of recognized University or equivalent in English with Hindi as a subject at the degree level OR Bachelor's degree with Hindi and English as main subjects (which includes term compulsory and elective).</p> <p><b>Desirable:</b> (i) Recognized Diploma of Certificate course in translation from English to Hindi and vise – versa. (ii) Two years' experience in translation from English to Hindi and vise-versa in Central or State Government offices including Government organizations. (iii) Knowledge of operating Hindi application software packages on computer (iv) Experience in translation of technical &amp; scientific documents</p> <p><b>For Promotion minimum experience</b></p>								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	Direct Recruitment/Promotion: One year								
9.	Method of Recruitment	<table><tr><td>Direct Recruitment</td><td>0-100%</td></tr><tr><td>Promotion</td><td>100-0%</td></tr></table> <p>100% on promotion failing which by Direct Recruitment</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 2 years exp. at L-</td></tr></table>	Direct Recruitment	0-100%	Promotion	100-0%	Method of Promotion	NS	100%	Min. 2 years exp. at L-
Direct Recruitment	0-100%									
Promotion	100-0%									
Method of Promotion	NS	100%	Min. 2 years exp. at L-							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 8 ( 47600 -151100)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Senior Hindi Translator				
1.	No. of Post(s)	1 (One) (Only promotional post)				
2.	Classification	Group-B				
3.	Scale of Pay	Pay Level - 8 ( 47600 -151100)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	<b>For Promotion</b> :No age bar				
6.	Educational and other qualifications required	<b><u>Essential:</u></b> Master's degree of a recognized University or equivalent in Hindi with English as a subject at the degree level OR Master's degree of recognized University or equivalent in English with Hindi as a subject at the degree level OR Bachelor's degree with Hindi and English as main subjects (which includes term compulsory and elective).  <b><u>For Promotion minimum experience</u></b>				
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	Nil				
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 6 years at L-6</td></tr></table>	Method of Promotion	NS	100%	Min. 6 years at L-6
Method of Promotion	NS	100%	Min. 6 years at L-6			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Hindi Translator
1.	No. of Post(s)	1 (One)
2.	Classification	Group-B
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential:</b> Master's degree of a recognized University or equivalent in Hindi with English as a subject at the degree level OR Master's degree of recognized University or equivalent in English with Hindi as a subject at the degree level OR Bachelor's degree with Hindi and English as main subjects (which includes term compulsory and elective).</p> <p><b>Desirable:</b> (i) Recognized Diploma of Certificate course in translation from English to Hindi and vice – versa. (ii) Two years' experience in translation from English to Hindi and vice-versa in Central or State Government offices including Government organizations. (iii) Knowledge of operating Hindi application software packages on computer (iv) Experience in translation of technical &amp; scientific documents</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% by direct recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable.
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## Public Relation Officer

	Name of the Post	Public Relation Officer								
1.	No. of Post(s)	As per sanctioned strength								
2.	Classification	Group-A								
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)								
4.	Whether Selection Post or Non-Selection Post	Non Selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required for direct recruitment	<p><b><u>Essential:</u></b></p> <p>I) Post graduate degree in Mass Communication/Management with 55% marks or its equivalent grade.</p> <p>II) Minimum 5 years' experience in the field of Public Relation activities of the organization including conducting meetings/ programmes, issuing press releases and handling hospitality needs.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L-10</td></tr></table>	NS	Min. 5 years' experience at L-10						
NS	Min. 5 years' experience at L-10									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	Nil								
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L-10</td></tr></table>	100% on promotion				Method of Promotion	NS	100%	Min. 5 years at L-10
100% on promotion										
Method of Promotion	NS	100%	Min. 5 years at L-10							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Assistant Public Relation Officer
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Pay Level - 10 ( 56100 - 177500)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	45 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b></p> <p>I) Post graduate degree in Mass Communication/Management or equivalent with 55% marks or its equivalent grade.</p> <p>II) Minimum 5 years' experience in the field of Public Relation activities of the organization including conducting meetings/ programmes, issuing press releases and handling hospitality needs.</p> <p><b>Desirable:</b> Experience in an Institution of National Importance like IITs/IISERs/IISc/NITs or similar central Govt. institutions. Working knowledge of computer applications.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One Year
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

	Name of the Post	Assistant Public Relation Executive								
1.	No. of Post(s)	As per sanctioned strength								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level - 9 ( 53100-167800)								
4.	Whether Selection Post or Non-Selection Post	Non Selection								
5.	Age Limit	For Promotion : Nil								
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's degree in Mass Communication/Management with 55% marks or its equivalent grade.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td colspan="3">Min. 2 years' experience at L-8</td></tr></table>				NS	Min. 2 years' experience at L-8			
NS	Min. 2 years' experience at L-8									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation, if any	Nil								
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td colspan="2">Min. 2 years' experience at L-8</td></tr></table>				Method of Promotion	NS	100%	Min. 2 years' experience at L-8	
Method of Promotion	NS	100%	Min. 2 years' experience at L-8							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 8 ( 47600 - 151100)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Assistant Public Relation Executive
1.	No. of Post(s)	As per sanctioned strength
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level - 8 ( 47600 - 151100)
4.	Whether Selection Post or Non-Selection Post	Selection by merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential:</b></p> <p>I) Bachelor's degree in Mass Communication/Management or equivalent with 55% marks or its equivalent grade.</p> <p>II) Minimum 5 years' experience in the field of Public Relation activities of the organization including conducting meetings/ programmes, issuing press releases and handling hospitality needs.</p> <p><b>Desirable:</b> Experience in an Institution of National Importance like IITs/IISERs/IISc/NITs or similar central Govt. institutions. Working knowledge of computer applications.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation, if any	Two years
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

Career Development & Placement Officer								
	Name of the Post	Career Development & Placement Officer						
1.	No. of Post(s)	1 (One) (Only promotional post)						
2.	Classification	Group-A						
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)						
4.	Whether Selection Post or Non-Selection Post	Non Selection						
5.	Age Limit	For Promotion: No age bar						
6.	Educational and other qualifications required for direct recruitment	<p><b><u>Essential:</u></b> Master's Degree with more than 60% of marks or a CGPA of 6.5 on a 10 point scale in Management preferably in HR/ Personnel Management in Industrial Relation (PMIR) from a reputed Institute with minimum 5 years of relevant work experience in similar capacity in a reputed Government / Autonomous / Private Business School.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L-10</td></tr></table>			NS	Min. 5 years' experience at L-10		
NS	Min. 5 years' experience at L-10							
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.						
8.	Period of probation if any	Nil						
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L-10</td></tr></table>			Method of Promotion	NS	100%	Min. 5 years at L-10
Method of Promotion	NS	100%	Min. 5 years at L-10					
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)						
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.						

	Name of the Post	Career Development & Placement Officer
1.	No. of Post(s)	1 (One)
2.	Classification	Group-A
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	45 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Master's Degree with more than 60% of marks or a CGPA of 6.5 on a 10 point scale in Management preferably in HR/ Personnel Management in Industrial Relation (PMIR) from a reputed Institute with minimum 5 years of relevant work experience in similar capacity in a reputed Government / Autonomous / Private Business School.</p> <p><b>Desirable:</b> Experience in an Institution of National Importance like IITs/IISERs/IISc/NITs or similar central Govt. institutions. Working knowledge of computer applications.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One Year
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Assistant Career Development Executive				
1.	No. of Post(s)	As per sanctioned strength				
2.	Classification	<b>Group-B</b>				
3.	Scale of Pay	Pay Level - 9 ( 53100-167800)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree with more than 60% of marks or a CGPA of 6.5 on a 10 point scale in Management preferably in HR/ Personnel Management in Industrial Relation (PMIR) from a reputed Institute with minimum 5 years of relevant work experience in similar capacity in a reputed Government / Autonomous / Private Business School.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 2 years' experience at L-8</td></tr></table>	NS	Min. 2 years' experience at L-8		
NS	Min. 2 years' experience at L-8					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation, if any	Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 2 years at L-8</td></tr></table>	Method of Promotion	NS	100%	Min. 2 years at L-8
Method of Promotion	NS	100%	Min. 2 years at L-8			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 8 ( 47600 - 151100)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Assistant Career Development Executive
1.	No. of Post(s)	As per sanctioned strength
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level - 8 ( 47600 - 151100)
4.	Whether Selection Post or Non-Selection Post	Selection by merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree with minimum 60% of marks or a CGPA of 6.5 on a 10 point scale in Management preferably in HR/ Personnel Management in Industrial Relation (PMIR) from a reputed Institute with minimum 5 years of relevant work experience in similar capacity in a reputed Government / Autonomous / Private Business School.</p> <p><b>Desirable:</b> Experience in an Institution of National Importance like IITs/IISERs/IISc/NITs or similar central Govt. institutions. Working knowledge of computer applications.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation, if any	Two years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

## LEGAL

	Name of the Post	Legal Officer				
1.	No. of Post(s)	1 (One) (Only promotional Post)				
2.	Classification	Group-A				
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Master’s Degree of Law from a recognized University /Institute of repute with 5 years’ relevant experience OR Bachelors Degree of Law from a recognized University /Institute of repute with 8 years of relevant experience especially in the required field of legal work, IPR claim submission and monitoring.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years’ experience at L-10</td></tr></table>	NS	Min. 5 years’ experience at L-10		
NS	Min. 5 years’ experience at L-10					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L-10</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years at L-10
Method of Promotion	NS	100%	Min. 5 years at L-10			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Assistant Legal Officer											
1.	No. of Post(s)	1 (One)											
2.	Classification	Group-A											
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)											
4.	Whether Selection Post or Non-Selection Post	Selection on merit /Non- selection											
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 45 years											
6.	Educational and other qualifications required for direct recruitment	<b><u>Essential:</u></b> Master's Degree of Law from a recognized University /Institute of repute with 5 years' relevant experience OR Bachelors Degree of Law from a recognized University /Institute of repute with 8 years of relevant experience especially in the required field of legal work, IPR claim submission and monitoring.  <b><u>Desirable:</u></b> Experience in an Institution of National Importance like IITs/IISERs/IISc/NITs or similar central Govt. Institutions. Working knowledge of computer applications. <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 2 years' experience at L-9</td></tr></table>	NS	Min. 2 years' experience at L-9									
NS	Min. 2 years' experience at L-9												
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.											
8.	Period of probation if any	For Direct Recruitment/ Promotion : One Year											
9.	Method of Recruitment	<table><tr><td>DR – 0 - 100%</td><td colspan="3"></td></tr><tr><td rowspan="2">Promotion 100 - 0%</td><td>NS</td><td>100%</td><td>Min. 2 years at L-9</td></tr><tr><td></td><td></td><td>-</td></tr></table>	DR – 0 - 100%				Promotion 100 - 0%	NS	100%	Min. 2 years at L-9			-
DR – 0 - 100%													
Promotion 100 - 0%	NS	100%	Min. 2 years at L-9										
			-										
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 9 ( 53100 – 167800)											
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.											

	Name of the Post	Assistant Legal Executive				
1.	No. of Post(s)	As per sanctioned strength				
2.	Classification	<b>Group-B</b>				
3.	Scale of Pay	Pay Level - 9 ( 53100-167800)				
4.	Whether Selection Post or Non-Selection Post	Non Selection				
5.	Age Limit	For Promotion: No age bar.				
6.	Educational and other qualifications required	<p><b><u>Essential:</u></b> Degree of Law from a recognized University /Institute of repute with experience of 5 years especially in the required field of legal work, IPR claim submission and monitoring.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 2 years' experience at L-8</td></tr></table>	NS	Min. 2 years' experience at L-8		
NS	Min. 2 years' experience at L-8					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation, if any	Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 2 years at L-8</td></tr></table>	Method of Promotion	NS	100%	Min. 2 years at L-8
Method of Promotion	NS	100%	Min. 2 years at L-8			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 8 ( 47600 - 151100)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute..				

	Name of the Post	Assistant Legal Executive
1.	No. of Post(s)	As per sanctioned strength
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level - 8 ( 47600 - 151100)
4.	Whether Selection Post or Non-Selection Post	Selection by merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential:</b> Degree of Law from a recognized University /Institute of repute with experience of 5 years especially in the required field of legal work, IPR claim submission and monitoring.</p> <p><b>Desirable:</b> Experience in an Institution of National Importance like IITs/IISERs/IISc/NITs or similar central Govt. Institutions. Working knowledge of computer applications.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation, if any	Two years
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



**PUBLIC HEALTH CADRE**

1.	Name of the Post	Public Health Officer																		
2.	No. of Post(s)	As per sanctioned strength																		
3.	Classification	Group-A																		
4.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)																		
5.	Whether Selection Post or Non-Selection Post	Selection on merit and Non-selection																		
6.	Age Limit	<u>For Direct Recruitment</u> 45 years <u>For Promotion/Deputation/Absorption</u> No age bar																		
7.	Educational and other qualifications required for direct recruitment	<u>Essential:</u> Master's Degree with 55 % marks in Public Health or its equivalent from a recognized University with minimum 5 years of relevant experience in any reputed organization. <b>OR</b> Master's Degree and one-year Diploma/Certificate in Sanitary Inspector Course from recognized Institute /Polytechnic with 10 years relevant experience in any reputed organization  <u>For Promotion minimum experience</u> <table><tr><td>NS</td><td colspan="3">Min. 2 years' experience at L-8</td></tr></table>			NS	Min. 2 years' experience at L-8														
NS	Min. 2 years' experience at L-8																			
8.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.																		
9.	Period of probation if any	For Direct Recruitment/Promotion: One year																		
10.	Method of Recruitment	<table><tr><td>Direct Recruitment</td><td colspan="3">0-100%</td></tr><tr><td>Promotion</td><td colspan="3">100-0%</td></tr></table> 100% on promotion failing which by Direct Recruitment <table><tr><td>Method of Promotion</td><td></td><td></td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 2 years exp. at L- 8</td></tr></table>			Direct Recruitment	0-100%			Promotion	100-0%			Method of Promotion					NS	100%	Min. 2 years exp. at L- 8
Direct Recruitment	0-100%																			
Promotion	100-0%																			
Method of Promotion																				
	NS	100%	Min. 2 years exp. at L- 8																	
11.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 8 ( 47600 - 151100)																		
12.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.																		

	Name of the Post	Assistant Public Health Executive							
1.	No. of Post(s)	1 (One)							
2.	Classification	Group-B							
3.	Scale of Pay	Pay Level - 8 ( 47600 -151100)							
4.	Whether Selection Post or Non-Selection Post	Non Selection							
5.	Age Limit	For Promotion : No age bar							
6.	Educational and other qualifications required	<p><b>Essential:</b> Master's Degree with 55 % marks in Public Health or its equivalent from a recognized University with relevant experience in any reputed organization. OR Bachelor's Degree with 8 years of relevant experience in any reputed organization with one year Diploma/Certificate in Sanitary Inspector Course from recognized Institute /Polytechnic with 10 years relevant experience in any reputed organization <b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td colspan="3">Min. 6 years' experience at L-6</td></tr></table>				NS	Min. 6 years' experience at L-6		
NS	Min. 6 years' experience at L-6								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.							
8.	Period of probation, if any	For Promotion : Nil							
9.	Method of Recruitment	100% on promotion							
		Method of Promotion	NS	100%	Min. 6 years at L-6				
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)							
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.							



	Name of the Post	Assistant Public Health Executive												
1.	No. of Post(s)	1 (One)												
2.	Classification	Group-B												
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)												
4.	Whether Selection Post or Non-Selection Post	Selection on merit /Non Selection												
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 35 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar												
6.	Educational and other qualifications required	<b><u>Essential:</u></b> Master's Degree with 55 % marks in Public Health or its equivalent from a recognized University with minimum 5 years of relevant experience in any reputed organization. OR Bachelor's Degree with 8 years of relevant experience in any reputed organization with one year Diploma/Certificate in Sanitary Inspector Course from recognized Institute /Polytechnic with 10 years relevant experience in any reputed organization  <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 6 years' experience at L-5</td></tr></table>	NS	Min. 6 years' experience at L-5										
NS	Min. 6 years' experience at L-5													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation, if any	Direct Recruitment/Promotion : Two years												
10.	Method of Recruitment	<table><tr><td colspan="4">1. Direct Recruitment (50%)</td></tr><tr><td colspan="4">2. Promotion (50%)</td></tr><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 6 years at L- 5</td></tr></table>	1. Direct Recruitment (50%)				2. Promotion (50%)				Method of Promotion	NS	100%	Min. 6 years at L- 5
1. Direct Recruitment (50%)														
2. Promotion (50%)														
Method of Promotion	NS	100%	Min. 6 years at L- 5											
11.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 5 (29200 -92300)												
12.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute..												



	Name of the Post	Public Health Inspector												
1.	No. of Post(s)	1 (One)												
2.	Classification	Group-C												
3.	Scale of Pay	Pay Level – 5 (29200 – 92300)												
4.	Whether Selection Post or Non-Selection Post	Non Selection												
5.	Age Limit	For Promotion: No age bar												
6.	Educational and other qualifications required for direct recruitment	<p><b><u>Essential:</u></b> Bachelor’s Degree with relevant experience in any reputed organization with one year Diploma/Certificate in Sanitary Inspector Course from recognized Institute /Polytechnic with 6 years relevant experience in any reputed organization.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td colspan="3">Min. 5 years’ experience at L-4</td></tr></table>				NS	Min. 5 years’ experience at L-4							
NS	Min. 5 years’ experience at L-4													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	Nil												
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td colspan="2">Min. 5 years’ experience at L-4</td></tr></table>				100% on promotion				Method of Promotion	NS	100%	Min. 5 years’ experience at L-4	
100% on promotion														
Method of Promotion	NS	100%	Min. 5 years’ experience at L-4											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level- 4 (25500 - 81100)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												

	Name of the Post	Public Health Inspector
1.	No. of Post(s)	1 (One)
2.	Classification	Group-C
3.	Scale of Pay	Pay Level- 4 (25500 - 81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	32 years
6.	Educational and other qualifications required for direct recruitment	<b>Essential:</b> Bachelor's Degree with relevant experience in any reputed organization with one year Diploma/Certificate in Sanitary Inspector Course from recognized Institute /Polytechnic with 6 years relevant experience in any reputed organization.
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not Applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

## DRIVER

	Name of the Post	Senior Driver					
1.	No. of Post(s)	1 (One)					
2.	Classification	Group C					
3.	Scale of Pay	Pay Level – 5 (29200 - 92300)					
4.	Whether Selection Post or Non-Selection Post	Non Selection					
5.	Age Limit	For Promotion: No age bar					
6.	Educational and other qualifications required for direct recruitment	<b><u>Essential:</u></b>  10 <sup>th</sup> pass with Driving license of both heavy and light duty vehicles with holding batch for driving commercial vehicles and at least 8 years of driving and vehicle maintenance experience.					
		<b><u>Desirable:</u></b>  Out of the total experience, 2 years being attached to a Chief Executive Officer of any Government / Autonomous / PSU Institutions/ Educational Institutes like IIT/IISER/NISER/Central University etc.					
		<b><u>For Promotion minimum experience</u></b>  <table><tr><td>NS</td><td colspan="3">Min. 5 years' experience at L-4</td></tr></table>				NS	Min. 5 years' experience at L-4
NS	Min. 5 years' experience at L-4						
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.					
8.	Period of probation if any	For Promotion : Nil					
9.	Method of Recruitment	100% on promotion					
		Method of Promotion	NS	100%	Min. 5 years' experience at L-4		
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to	Pay Level – 4 (25500 - 81100)					
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.					



	Name of the Post	Senior Driver				
1.	No. of Post(s)	1 (One)				
2.	Classification	Group C				
3.	Scale of Pay	Pay Level – 4 (25500 - 81100)				
4.	Whether Selection Post or Non-Selection Post	Non-Selection				
5.	Age Limit	For promotion: No age bar				
6.	Educational and other qualifications required for direct recruitment	<p><b><u>Essential:</u></b></p> <p>10<sup>th</sup> pass with Driving license of both heavy and light duty vehicles with holding batch for driving commercial vehicles and at least 8 years of driving and vehicle maintenance experience.</p> <p><b><u>Desirable:</u></b></p> <p>Out of the total experience, 2 years being attached to a Chief Executive Officer of any Government / Autonomous / PSU Institutions/ Educational Institutes like IIT/IISER/NISER/Central University etc.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 8 years' experience at L-2</td></tr></table>	NS	Min. 8 years' experience at L-2		
NS	Min. 8 years' experience at L-2					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 8 years' experience at L-2</td></tr></table>	Method of Promotion	NS	100%	Min. 8 years' experience at L-2
Method of Promotion	NS	100%	Min. 8 years' experience at L-2			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not Applicable				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				

	Name of the Post	Driver
1.	No. of Post(s)	1 (One)
2.	Classification	Group C
3.	Scale of Pay	Pay Level – 2 (19900 -63200)
4.	Whether Selection Post or Non-Selection Post	Selection on Merit
5.	Age Limit	27 Years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b></p> <p>10<sup>th</sup> pass with Driving license of both heavy and light duty vehicles with holding batch for driving commercial vehicles and at least 8 years of driving and vehicle maintenance experience.</p> <p><b>Desirable:</b></p> <p>Out of the total experience, 2 years being attached to a Chief Executive Officer of any Government / Autonomous / PSU Institutions/ Educational Institutes like IIT/IISER/NISER/Central University etc.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion.	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not Applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## MULTI TASKING STAFF

	Name of the Post	Senior Multi-tasking Staff							
1.	No. of Post(s)	18 (Eighteen)							
2.	Classification	Group C							
3.	Scale of Pay	Pay Level – 5 (29200 - 92300)							
4.	Whether Selection Post or Non-Selection Post	Non Selection							
5.	Age Limit	For Promotion: No age bar							
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Matriculation or equivalent /ITI from a recognized board.</p> <p><b>Desirable:</b> ITI in Agriculture &amp; Farm Machinery/ Attendant/Operator, Carpenter/ Cutting &amp; Tailoring/ Computer Operator/ Programming Assistant/ Draftsman (Civil)/ Draftsman (Mechanical)/ Refrigeration and Air Conditioning Mechanic/ Electrician, Electroplater/ Fitter/ Machinist Grinder/ Machinist/ Mechanic/ Electronics/ Painter/ Plumber/ Pump Mechanic/ Wire-man/ Welder/ Turner/Security etc.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td colspan="3">Min. 5 years' experience at L-4</td></tr></table>				NS	Min. 5 years' experience at L-4		
NS	Min. 5 years' experience at L-4								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.							
8.	Period of probation if any	For Promotion: Nil							
9.	Method of Recruitment	100% on promotion							
		Method of Promotion	NS	100%	Min. 5 years' experience at L-4				
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 4 (25500 - 81100)							
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.							



	Name of the Post	Senior Multi-tasking Staff			
1.	No. of Post(s)	18 (Eighteen)			
2.	Classification	Group C			
3.	Scale of Pay	Pay Level – 4 (25500 - 81100)			
4.	Whether Selection Post or Non-Selection Post	Non Selection			
5.	Age Limit	For Promotion: No age bar			
6.	Educational and other qualifications required for direct recruitment	<b>Essential:</b> Matriculation or equivalent /ITI from a recognized board  <b>Desirable:</b> ITI in Agriculture & Farm Machinery/ Attendant/Operator, Carpenter/ Cutting & Tailoring/ Computer Operator/ Programming Assistant/ Draftsman (Civil)/ Draftsman (Mechanical)/ Refrigeration and Air Conditioning Mechanic/ Electrician, Electroplater/ Fitter/ Machinist Grinder/ Machinist/ Mechanic/ Electronics/ Painter/ Plumber/ Pump Mechanic/ Wire-man/ Welder/ Turner/Security etc. <b>For Promotion minimum experience</b>			
		NS	Min. 8 years' experience at L-2		
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.			
8.	Period of probation if any	For Promotion: Nil			
9.	Method of Recruitment	100% on promotion			
		Method of Promotion	NS	100%	Min. 8 years' experience at L-2
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 2 (19900 - 63200)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			

	Name of the Post	Multi-tasking Staff			
1.	No. of Post(s)	18 (Eighteen)			
2.	Classification	Group C			
3.	Scale of Pay	Pay Level – 2 (19900 -63200)			
4.	Whether Selection Post or Non-Selection Post	Non Selection			
5.	Age Limit	For Promotion: No age bar			
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Matriculation or equivalent /ITI from a recognized board</p> <p><b>Desirable:</b> ITI in Agriculture &amp; Farm Machinery/ Attendant/Operator, Carpenter/ Cutting &amp; Tailoring/ Computer Operator/ Programming Assistant/ Draftsman (Civil)/ Draftsman (Mechanical)/ Refrigeration and Air Conditioning Mechanic/ Electrician, Electroplater/ Fitter/ Machinist Grinder/ Machinist/ Mechanic/ Electronics/ Painter/ Plumber/ Pump Mechanic/ Wire-man/ Welder/ Turner/Security etc.</p> <p><b>For Promotion</b></p> <table><tr><td>NS</td><td>Min. 3 years' experience at L-1</td></tr></table>	NS	Min. 3 years' experience at L-1	
NS	Min. 3 years' experience at L-1				
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.			
8.	Period of probation if any	Nil			
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>NS</td><td>100%</td><td>Min. 3 years' experience at L-1</td></tr></table>	NS	100%	Min. 3 years' experience at L-1
NS	100%	Min. 3 years' experience at L-1			
10.	In case of Promotion/ Deputation/absorption, grades from which promotion/Deputation/absorption to be made	Pay Level – 1 (18000 - 56900)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			



	Name of the Post	Multi-tasking Staff
1.	No. of Post(s)	18 (Eighteen)
2.	Classification	Group C
3.	Scale of Pay	Pay Level – 1 (18000 - 56900)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	27 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Matriculation or equivalent /ITI from a recognized board</p> <p><b>Desirable:</b> ITI in Agriculture &amp; Farm Machinery/ Attendant/Operator, Carpenter/ Cutting &amp; Tailoring/ Computer Operator/ Programming Assistant/ Draftsman (Civil)/ Draftsman (Mechanical)/ Refrigeration and Air Conditioning Mechanic/ Electrician, Electroplater/ Fitter/ Machinist Grinder/ Machinist/ Mechanic/ Electronics/ Painter/ Plumber/ Pump Mechanic/ Wire-man/ Welder/ Turner/Security etc.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of promotion.	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion / Deputation / absorption to be made	Not applicable.
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## NETWORK SYSTEM & ERP

	Name of the Post	Senior System Administrator / Senior Network Administrator / Senior Software Engineer																		
1.	No. of Post(s)	1 (One)																		
2.	Classification	Group-A																		
3.	Scale of Pay	Pay Level -12 ( 78800 - 209200)																		
4.	Whether Selection Post or Non-Selection Post	Selection on merit/Non selection																		
5.	Age Limit	<u>For Direct Recruitment</u> 50 years <u>For Promotion/Deputation/Absorption</u> No age bar																		
6.	Educational and other qualifications required for direct recruitment	<u>Essential</u> B.Tech/BE in Computer Science and Engineering / Electronics Engineering / Electrical Engineering or equivalent. All through first class or equivalent in all degrees/examination with at least 11 years of working experience in the following area: <ul style="list-style-type: none"><li>Local and wide-area network planning, implementation and management.</li><li>Wireless Networks.</li><li>Configuration and management of network devices.</li><li>Implementing networks and systems security.</li><li>Deployment and management of Applications, Systems and Storage Servers.</li></ul> <u>Desirable:</u> <ul style="list-style-type: none"><li>Earned certification in one or more of the above areas of experience.</li><li>Experience in large database/data-mining applications.</li></ul> <u>For Promotion minimum experience</u> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 11</td></tr></table>			NS	Min. 5 years' experience at L- 11														
NS	Min. 5 years' experience at L- 11																			
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.																		
8.	Period of probation if any	For Direct Recruitment : One year																		
9.	Method of Recruitment	<table><tr><td>Direct Recruitment</td><td colspan="3">0-50%</td></tr><tr><td>Promotion</td><td colspan="3">100- 50%</td></tr></table> 0-50% by Direct Recruitment failing which by Promotion <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 11</td></tr></table>			Direct Recruitment	0-50%			Promotion	100- 50%			Method of Promotion	LDE	0%			NS	100%	Min. 5 years exp. at L- 11
Direct Recruitment	0-50%																			
Promotion	100- 50%																			
Method of Promotion	LDE	0%																		
	NS	100%	Min. 5 years exp. at L- 11																	
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 11 (67700 – 208700)																		
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.																		

	Name of the Post	System Administrator
1.	No. of Post(s)	1(One) (Only promotional post)
2.	Classification	Group-A
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)
4.	Whether Selection Post or Non-Selection Post	Non-Selection
5.	Age Limit	For Promotion: No age bar
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b> BE/B.Tech in CSE/IT/ECE or MCA or M.Sc in computer science or equivalent with at least 55% marks in the degree. However, a First class degree is desirable. The applicant should have at least 3 years of demonstrated hands-on work experience in a reputed Organization.</p> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>At least 3 years of hands-on experience with various distributions of Linux, including RedHat (RHEL), CentOS and SLES and Windows</li> <li>Experience in configuring and maintaining technical security solutions (firewalls and intrusion detection systems)</li> <li>Good knowledge of networking principles including routing, subnets, TCP/IP, VLANs, UDP, LAN/WAN networking</li> <li>Understanding of common network services (web, mail, SFTP, etc), network vulnerabilities, and network attack patterns is a must</li> <li>Experience with security assessment tools (NMAP, Qualys, Nessus, Metasploit, Netcat etc)</li> <li>Good knowledge of common Internet protocols and Applications</li> <li>Setting up complex computing infrastructure (HPC, Cluster computing etc)</li> <li>Perl programming experience preferred</li> <li>Certification: SANS-GCIH, CCNA, CCSA..etc</li> <li>Working knowledge of various security methodologies and processes</li> <li>Knowledge of TCP/IP protocols and analysis and Applications</li> </ul> <p><b>Job requirement:</b></p> <ul style="list-style-type: none"> <li>Hands-on work experience in server virtualization</li> <li>Good hands-on experience in troubleshooting hardware, software and linux server issues</li> <li>Install and test computer-related equipment, good hands-on experience in installation and configuration of linux and windows servers</li> <li>Perform software and hardware upgrades, patches and reconfigurations as per the requirement</li> <li>Hands-on experience in configuration and maintenance of computers/servers including DNS and Mail servers</li> <li>Creating and verifying backups of data</li> </ul>



		<ul style="list-style-type: none"><li>• Update computers/servers with new version of OS and application software. Installing and configuring new hardware and software</li><li>• Hands-on experience in shell scripting for automation</li><li>• Database administration (MySQL and Postgres Must) and Apache Web Server and shared hosting</li><li>• SFTP, DNS BIND and Systems patching</li><li>• Linux security hardening (Linux firewall administration, TCP Wrappers)</li><li>• Deep knowledge in on latest versions of Operating System – Enterprise Linux (CentOS, RHEL, Scientific Linux) and Window Servers</li><li>• High availability (Redhat Cluster, HAProxy)</li><li>• Monitoring systems (zabbix and/or Nagios) and analysing system logs</li><li>• Configuration system (Puppet), Scripting language (bash, Python or Perl)</li><li>• LVM and iSCSI storage configuration and Management, SNMP configurations and management</li><li>• Advanced Linux network configurations (Bridging, static routes, etc.)</li><li>• Networking monitoring to ensure network availability to all servers</li></ul>											
		<table><tr><td>NS</td><td>Min. 5 years' experience at L- 10</td></tr></table>	NS	Min. 5 years' experience at L- 10									
NS	Min. 5 years' experience at L- 10												
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.											
8.	Period of probation if any	Nil											
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td rowspan="2">Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 10</td></tr></table>	100% on promotion				Method of Promotion	LDE	0%		NS	100%	Min. 5 years exp. at L- 10
100% on promotion													
Method of Promotion	LDE	0%											
	NS	100%	Min. 5 years exp. at L- 10										
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)											
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.											



	Name of the Post	Network Administrator		
1.	No. of Post(s)	1(One) (Only promotional post)		
2.	Classification	Group-A		
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)		
4.	Whether Selection Post or Non-Selection Post	Non-selection		
5.	Age Limit	For Promotion: No age bar		
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> BE/B.Tech in CSE/IT/ECE or MCA or M.Sc in computer science or equivalent with at least 55% marks in the degree. However, a First class degree is desirable. The applicant should have at least 3 years of demonstrated experience and knowledge in a reputed Organization with CCNA/CCNP certifications (copy to be enclosed) and Good communication skills.</p> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"><li>➤ Design, implement &amp; manage LAN and WAN Infrastructure.</li><li>➤ Implement Network infrastructure changes as per the requirement. Manage &amp; maintain network firewalls. Maintain DR plan for network Infrastructure.</li><li>➤ Coordinate with remote onsite engineers / vendors to get issue resolved.</li><li>➤ VPN Gateway administration</li><li>➤ Switch based DHCP administration (L2).</li><li>➤ Switch based Skills Mandatory knowledge on following: Network switches (L2 and L3) e.g. Cisco, HP, Broadcom, DELL, etc.</li><li>➤ Routers and Firewalls e.g. CISCO, Juniper, checkpoint, Fortinet, Sonic wall etc. configuration and trouble shooting.</li><li>➤ IDS and IDP administration.</li><li>➤ Expertise in Load Balancers.</li><li>➤ Evaluate, implement and monitor incoming network change requests</li><li>➤ Identifying, determining cause of, and correcting voice and data network performance degradation.</li><li>➤ Identifying potential voice/data network security risks and recommending plan to address or eliminate risks.</li><li>➤ Addressing and solving "multi-layer" network problems.</li><li>➤ Knowledge of MPLS, IP, routing protocols, Voice over IP (VoIP) etc.</li><li>➤ IP based exchange</li><li>➤ Familiar with circuits (DSx, OCx, Ethernet, SONET facilities).</li><li>➤ Familiar with Cisco Nexus, routers, Ethernet switches, load balancing devices, sniffers, network tools, VoIP, TDM PBX systems.</li></ul> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 10</td></tr></table>	NS	Min. 5 years' experience at L- 10
NS	Min. 5 years' experience at L- 10			
7.	Whether age and educational qualification prescribed for	As per the Recruitment & Promotion Policy of the Institute.		

	direct recruitment will apply in the case of Promotion				
8.	Period of probation if any	Nil			
9.	Method of Recruitment	100% on promotion			
		Method of Promotion			
		NS	100%	Min. 5 years exp. at L- 10	
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 10 ( 56100 - 177500)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			

	Name of the Post	Software Engineer								
1.	No. of Post(s)	1(One) (Only promotional post)								
2.	Classification	Group-A								
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)								
4.	Whether Selection Post or Non-Selection Post	Non-selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b> BE/B.Tech in CSE/IT/ECE or MCA or M.Sc in Computer Science or equivalent with at least 55% marks in the degree. However, a First class degree is desirable. The applicant should have at least 3 years of demonstrated experience and knowledge in a reputed Organization, preferably in an educational institution.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years’ experience at L- 10</td></tr></table>	NS	Min. 5 years’ experience at L- 10						
NS	Min. 5 years’ experience at L- 10									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td></td><td></td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 10</td></tr></table>	Method of Promotion					NS	100%	Min. 5 years exp. at L- 10
Method of Promotion										
	NS	100%	Min. 5 years exp. at L- 10							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Electronics & Media Engineer												
1.	No. of Post(s)	1(One) (Only promotional post)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)												
4.	Whether Selection Post or Non-Selection Post	Non-selection												
5.	Age Limit	For Promotion: No age bar												
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b> B.E/ B. Tech in Electronics Communication Engineering or equivalent with at least 55% marks in the degree.</p> <p>Brief draft job description, we can modify/fine tune it as per requirement. Hands-on experience in configurations, operations and maintenance of hardware and software based video conferencing systems, hands-on experience in installation, operations and maintenance of audio-visual equipment for auditorium, e-classrooms, experience in video editing software like Adobe Premiere Pro, Final Cut Pro, Davinci Resolve, Camtasia etc., installing and testing and maintaining new audio-visual facilities and equipment, experience with visual communication principles, experience in web design and content management systems, creation of digital content such as website, videos etc., maintain and manage social media channels as per the requirements, experience in web design, producing audio and video materials as per requirement, analysing and fixing technical faults in audio-visual systems, knowledge of audio and video data compression techniques, principles of acoustics, lighting, vision and cameras, knowledge of Video streaming protocols, knowledge of cyber security threats and vulnerabilities and the security practices applied to broadcast, media and communications infrastructure to protect and maintain content and operations, knowledge of programming Java, .NET or others, Local Access Networks (LANs), Wide Area Networks (WANs), internet protocol, knowledge of computer-controlled lighting systems, experience in Graphic design, knowledge of Media Formats, Media Computing, knowledge of Video production and editing, experience in setting up, configuration and maintenance of multimedia systems, knowledge of setting up and operations of audio and video recording systems, knowledge of transmission and networking Technologies, willing to learn and use new audio-visual technologies as per requirements.</p> <p>The applicant should have at least 10 years of demonstrated experience and knowledge in a reputed Organization, preferably in an educational institution.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 10</td></tr></table>	NS	Min. 5 years' experience at L- 10										
NS	Min. 5 years' experience at L- 10													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	For Promotion: Nil												
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td>Method of Promotion</td><td></td><td></td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 10</td></tr></table>	100% on promotion				Method of Promotion					NS	100%	Min. 5 years exp. at L- 10
100% on promotion														
Method of Promotion														
	NS	100%	Min. 5 years exp. at L- 10											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												

	Name of the Post	System Administrator
1.	No. of Post(s)	1 (One)
2.	Classification	Group-A
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	45 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b> BE/B.Tech in CSE/IT/ECE or MCA or M.Sc in computer science or equivalent with at least 55% marks in the degree. However, a First class degree is desirable. The applicant should have at least 3 years of demonstrated hands-on work experience in a reputed Organization.</p> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>At least 3 years of hands-on experience with various distributions of Linux, including RedHat (RHEL), CentOS and SLES and Windows</li> <li>Experience in configuring and maintaining technical security solutions (firewalls and intrusion detection systems)</li> <li>Good knowledge of networking principles including routing, subnets, TCP/IP, VLANs, UDP, LAN/WAN networking</li> <li>Understanding of common network services (web, mail, SFTP, etc), network vulnerabilities, and network attack patterns is a must</li> <li>Experience with security assessment tools (NMAP, Qualys, Nessus, Metasploit, Netcat etc)</li> <li>Good knowledge of common Internet protocols and Applications</li> <li>Setting up complex computing infrastructure (HPC, Cluster computing etc)</li> <li>Perl programming experience preferred</li> <li>Certification: SANS-GCIH, CCNA, CCSA..etc</li> <li>Working knowledge of various security methodologies and processes</li> <li>Knowledge of TCP/IP protocols and analysis and Applications</li> </ul> <p><b>Job requirement:</b></p> <ul style="list-style-type: none"> <li>Hands-on work experience in server virtualization</li> <li>Good hands-on experience in troubleshooting hardware, software and linux server issues</li> <li>Install and test computer-related equipment, good hands-on experience in installation and configuration of linux and windows servers</li> <li>Perform software and hardware upgrades, patches and reconfigurations as per the requirement</li> <li>Hands-on experience in configuration and maintenance of computers/servers including DNS and Mail servers</li> </ul>



		<ul style="list-style-type: none"> <li>• Creating and verifying backups of data</li> <li>• Update computers/servers with new version of OS and application software. Installing and configuring new hardware and software</li> <li>• Hands-on experience in shell scripting for automation</li> <li>• Database administration (MySQL and Postgres Must) and Apache Web Server and shared hosting</li> <li>• SFTP, DNS BIND and Systems patching</li> <li>• Linux security hardening (Linux firewall administration, TCP Wrappers)</li> <li>• Deep knowledge in on latest versions of Operating System – Enterprise Linux (CentOS, RHEL, Scientific Linux) and Window Servers</li> <li>• High availability (Redhat Cluster, HAProxy)</li> <li>• Monitoring systems (zabbix and/or Nagios) and analysing system logs</li> <li>• Configuration system (Puppet), Scripting language (bash, Python or Perl)</li> <li>• LVM and iSCSI storage configuration and Management, SNMP configurations and management</li> <li>• Advanced Linux network configurations (Bridging, static routes, etc.)</li> <li>• Networking monitoring to ensure network availability to all servers</li> </ul>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One year
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Network Administrator
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	45 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> BE/B.Tech in CSE/IT/ECE or MCA or M.Sc in computer science or equivalent with at least 55% marks in the degree. However, a First class degree is desirable. The applicant should have at least 3 years of demonstrated experience and knowledge in a reputed Organization with CCNA/CCNP certifications (copy to be enclosed) and Good communication skills.</p> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>➤ Design, implement &amp; manage LAN and WAN Infrastructure.</li> <li>➤ Implement Network infrastructure changes as per the requirement. Manage &amp; maintain network firewalls. Maintain DR plan for network Infrastructure.</li> <li>➤ Coordinate with remote onsite engineers / vendors to get issue resolved.</li> <li>➤ VPN Gateway administration</li> <li>➤ Switch based DHCP administration (L2).</li> <li>➤ Switch based Skills Mandatory knowledge on following: Network switches (L2 and L3) e.g. Cisco, HP, Broadcom, DELL, etc.</li> <li>➤ Routers and Firewalls e.g. CISCO, Juniper, checkpoint, Fortinet, Sonic wall etc. configuration and trouble shooting.</li> <li>➤ IDS and IDP administration.</li> <li>➤ Expertise in Load Balancers.</li> <li>➤ Evaluate, implement and monitor incoming network change requests</li> <li>➤ Identifying, determining cause of, and correcting voice and data network performance degradation.</li> <li>➤ Identifying potential voice/data network security risks and recommending plan to address or eliminate risks.</li> <li>➤ Addressing and solving "multi-layer" network problems.</li> <li>➤ Knowledge of MPLS, IP, routing protocols, Voice over IP (VoIP) etc.</li> <li>➤ IP based exchange</li> <li>➤ Familiar with circuits (DSx, OCx, Ethernet, SONET facilities).</li> <li>➤ Familiar with Cisco Nexus, routers, Ethernet switches, load balancing devices, sniffers, network tools, VoIP, TDM PBX systems.</li> </ul>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One year
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/ absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute..

	Name of the Post	Software Engineer
1.	No. of Post(s)	2 (Two)
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	45 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b> BE/B.Tech in CSE/IT/ECE or MCA or M.Sc in Computer Science or equivalent with at least 55% marks in the degree. However, a First class degree is desirable. The applicant should have at least 3 years of demonstrated experience and knowledge in a reputed Organization, preferably in an educational institution.</p> <p><b>Desirable:</b> Experience in the Analysis, design and development of ERP/IMS/Software systems for academic operations in Engineering Institutions. Maintenance and enhancements of existing ERP/IMS software development. Knowledge of algorithms and data structures. Requirements analysis. Extensive experience with MySQL database, PostgreSQL, RDBMS, Object-oriented Programming, PHP, JavaScript, HTML, Perl, Awareness of threats relating to web application security.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One year
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Electronics & Media Engineer
1.	No. of Post(s)	1(One)
2.	Classification	Group-A
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	For Promotion: No age bar
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential</b> : B.E/ B. Tech in Electronics Communication Engineering or equivalent with at least 55% marks in the degree.</p> <p>Hands-on experience in configurations, operations and maintenance of hardware and software based video conferencing systems, hands-on experience in installation, operations and maintenance of audio-visual equipment for auditorium, e-classrooms, experience in video editing software like Adobe Premiere Pro, Final Cut Pro, Davinci Resolve, Camtasia etc., installing and testing and maintaining new audio-visual facilities and equipment, experience with visual communication principles, experience in web design and content management systems, creation of digital content such as website, videos etc., maintain and manage social media channels as per the requirements, experience in web design, producing audio and video materials as per requirement, analysing and fixing technical faults in audio-visual systems, knowledge of audio and video data compression techniques, principles of acoustics, lighting, vision and cameras, knowledge of Video streaming protocols, knowledge of cyber security threats and vulnerabilities and the security practices applied to broadcast, media and communications infrastructure to protect and maintain content and operations, knowledge of programming Java, .NET or others, Local Access Networks (LANs), Wide Area Networks (WANs), internet protocol, knowledge of computer-controlled lighting systems, experience in Graphic design, knowledge of Media Formats, Media Computing, knowledge of Video production and editing, experience in setting up, configuration and maintenance of multimedia systems, knowledge of setting up and operations of audio and video recording systems, knowledge of transmission and networking Technologies, willing to learn and use new audio-visual technologies as per requirements.</p> <p>The applicant should have at least 8 years of demonstrated experience and knowledge in a reputed Organization, preferably in an educational institution.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One Year
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Assistant System Engineer											
1.	No. of Post(s)	1 (One) (Only promotional post)											
2.	Classification	Group-B											
3.	Scale of Pay	Pay Level -8 (47600 - 151100)											
4.	Whether Selection Post or Non-Selection Post	Non- selection											
5.	Age Limit	For Promotion: No age bar											
6.	Educational and other qualifications required	<p><b>Essential:</b> B.Sc. in (Computer Science/ Information Technology)/3 years diploma (after intermediate/12<sup>th</sup> standard in Science) in Computer Sciences &amp; Engineering / Electronics &amp; Communication Engineering / Information Technology from an Institute recognized by the Directorate of Training and Technical Education of any State / Govt. of India, with minimum 65% marks. At least 5 years of demonstrated experience and knowledge in the relevant field in a reputed organization and good communication skills</p> <p><b>OR</b> BE/ B.Tech in CSE/ IT/ ECE or MCA or M.Sc/ PG diploma in Computer Science/ Information Technology with minimum 65% marks. At least 3 years of demonstrated experience and knowledge in the relevant field in a reputed organization and good communication skills. Degree should be recognized by UGC / AICTE.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td colspan="3">Min. 3 years' experience at L- 6</td></tr><tr><td>NS</td><td colspan="3">Min. 6 years' experience at L- 6</td></tr></table>				LDE	Min. 3 years' experience at L- 6			NS	Min. 6 years' experience at L- 6		
LDE	Min. 3 years' experience at L- 6												
NS	Min. 6 years' experience at L- 6												
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.											
8.	Period of probation if any	Nil											
9.	Method of Recruitment	100% on promotion											
		Method of Promotion	LDE	50%	Min. 3 years at L- 6								
			NS	50%	Min. 6 years at L- 6								
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -6 (35400 - 112400)											
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.											

	Name of the Post	Assistant Network Engineer											
1.	No. of Post(s)	1 (One) (Only promotional post)											
2.	Classification	Group-B											
3.	Scale of Pay	Pay Level -8 (47600 - 151100)											
4.	Whether Selection Post or Non-Selection Post	Non- selection											
5.	Age Limit	For Promotion: No age bar											
6.	Educational and other qualifications required	<p><b>Essential:</b> B.Sc. in (Computer Science/ Information Technology)/3 years diploma (after intermediate/12<sup>th</sup> standard in science) in Computer Sciences &amp; Engineering/ Electronics &amp; Communication Engineering/Information Technology from an Institution recognized by the Directorate of Training and Technical Education of any State / Govt. of India with minimum 65% marks. At least 5 years of demonstrated experience and knowledge in the relevant field in a reputed organization with CCNA/CCNP certifications (to be submitted with Application) and good communication skills</p> <p><b>OR</b> BE/ B.Tech in CSE/ IT/ ECE or MCA or M.Sc/ PG Diploma in Computer Science/ Information Technology with minimum 65% marks. At least 3 years of demonstrated experience and knowledge in the relevant field in a reputed organization with CCNA/CCNP certifications and good communication skills. Degree should be recognized by UGC / AICTE.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td colspan="3">Min. 3 years' experience at L- 6</td></tr><tr><td>NS</td><td colspan="3">Min. 6 years' experience at L- 6</td></tr></table>				LDE	Min. 3 years' experience at L- 6			NS	Min. 6 years' experience at L- 6		
LDE	Min. 3 years' experience at L- 6												
NS	Min. 6 years' experience at L- 6												
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.											
8.	Period of probation if any	Nil											
9.	Method of Recruitment	100% on promotion											
		Method of Promotion	LDE	50%	Min. 3 years at L- 6								
			NS	50%	Min. 6 years at L- 6								
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -6 (35400 - 112400)											
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.											



	Name of the Post	Assistant Software Engineer											
1.	No. of Post(s)	1 (One) (Only promotional post)											
2.	Classification	Group-B											
3.	Scale of Pay	Pay Level -8 (47600 - 151100)											
4.	Whether Selection Post or Non-Selection Post	Non- selection											
5.	Age Limit	For Promotion: No age bar											
6.	Educational and other qualifications required	<p><b>Essential:</b> B.Sc. (Computer Science/Information Technology)/ 3 years diploma (after intermediate/12<sup>th</sup> standard in science) in Computer Sciences &amp; Engineering/ /Information Technology from an Institution recognized by the Directorate of Training and Technical Education of any State / Govt. of India with minimum 65% marks. At least 2 years of demonstrated experience and knowledge in the relevant field in a reputed organization. Degree should be recognized by UGC / AICTE.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td colspan="3">Min. 3 years' experience at L- 6</td></tr><tr><td>NS</td><td colspan="3">Min. 6 years' experience at L- 6</td></tr></table>				LDE	Min. 3 years' experience at L- 6			NS	Min. 6 years' experience at L- 6		
LDE	Min. 3 years' experience at L- 6												
NS	Min. 6 years' experience at L- 6												
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.											
8.	Period of probation if any	Nil											
9.	Method of Recruitment	100% on promotion											
		Method of Promotion	LDE	50%	Min. 3 years at L- 6								
			NS	50%	Min. 6 years at L- 6								
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -6 (35400 - 112400)											
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.											



	Name of the Post	Assistant Electronics & Media Engineer
1.	No. of Post(s)	1 (One) (Only promotional post)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level -8 (47600 - 151100)
4.	Whether Selection Post or Non-Selection Post	Non- selection
5.	Age Limit	For Promotion: No age bar
6.	Educational and other qualifications required	<p><b>Essential:</b> B.E/ B. Tech in Electronics Communication Engineering or equivalent with at least 55% marks in the degree.</p> <p>Hands-on experience in configurations, operations and maintenance of hardware and software based video conferencing systems, hands-on experience in installation, operations and maintenance of audio-visual equipment for auditorium, e-classrooms, experience in video editing software like Adobe Premiere Pro, Final Cut Pro, Davinci Resolve, Camtasia etc., installing and testing and maintaining new audio-visual facilities and equipment, experience with visual communication principles, experience in web design and content management systems, creation of digital content such as website, videos etc., maintain and manage social media channels as per the requirements, experience in web design, producing audio and video materials as per requirement, analysing and fixing technical faults in audio-visual systems, knowledge of audio and video data compression techniques, principles of acoustics, lighting, vision and cameras, knowledge of Video streaming protocols, knowledge of cyber security threats and vulnerabilities and the security practices applied to broadcast, media and communications infrastructure to protect and maintain content and operations, knowledge of programming Java, .NET or others, Local Access Networks (LANs), Wide Area Networks (WANs), internet protocol, knowledge of computer-controlled lighting systems, experience in Graphic design, knowledge of Media Formats, Media Computing, knowledge of Video production and editing, experience in setting up, configuration and maintenance of multimedia systems, knowledge of setting up and operations of audio and video recording systems, knowledge of transmission and networking Technologies, willing to learn and use new audio-visual technologies as per requirements. The applicant should have at least 3 years of demonstrated experience and knowledge in a reputed Organization, preferably in an educational institution.</p>

		<b>For Promotion minimum experience</b>			
		LDE	Min. 3 years' experience at L- 6		
		NS	Min. 6 years' experience at L- 6		
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.			
8.	Period of probation if any	Nil			
9.	Method of Recruitment	100% on promotion			
		Method of Promotion	LDE	50%	Min. 3 years at L- 6
			NS	50%	Min. 6 years at L- 6
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -6 (35400 - 112400)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			



	Name of the Post	Junior System Engineer
1.	No. of Post(s)	1 (One)
2.	Classification	Group-B
3.	Scale of Pay	Pay Level -6 (35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	<b>For Direct Recruitment</b> 35 years <b>For Promotion/ Deputation/ Absorption</b> No age bar
6.	Educational and other qualifications required	<p><b>Essential:</b>  B.Sc. in (Computer Science/ Information Technology)/3 years diploma (after intermediate/12<sup>th</sup> standard in Science) in Computer Sciences &amp; Engineering / Electronics &amp; Communication Engineering / Information Technology from an Institute recognized by the Directorate of Training and Technical Education of any State / Govt. of India, with minimum 65% marks. At least 5 years of demonstrated experience and knowledge in the relevant field in a reputed organization and good communication skills</p> <p><b>OR</b> BE/ B.Tech in CSE/ IT/ ECE or MCA or M.Sc/ PG diploma in Computer Science/ Information Technology with minimum 65% marks. At least 3 years of demonstrated experience and knowledge in the relevant field in a reputed organization and good communication skills.</p> <p>Degree should be recognized by UGC / AICTE.</p> <p><b>Desirable Experience:</b></p> <ul style="list-style-type: none"> <li>3 years of hands-on experience with various distributions of Linux, including RedHat (RHEL), CentOS and SUSE Linux Enterprise Server (SLES) and Windows.</li> <li>Systems Administration certification in Linux/Microsoft Windows</li> <li>Knowledge of TCP/IP protocols and analysis and applications</li> <li>Knowledge of common Internet protocols and applications.</li> <li>Advanced knowledge of system vulnerabilities and security issues</li> <li>Knowledge of configuring and implementing technical security solutions (firewalls, intrusion detection system etc.).</li> <li>Expertise in printer, networking, software installation, system maintenance, system administration, installation/configuration and maintenance of computer hardware/software</li> <li>Experience with security assessment tools (NMAP, Qualys, Nessus, Metasploit, Netcat etc)</li> <li>Server management including DNS, Mail list servers</li> <li>Hands on experience in Perl programming and Linux shell scripting</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>Experience with virtualization system is a must</li> <li>Create/maintain Virtual Machines and VMware virtualized environment.</li> <li>Deep knowledge on the latest versions of Operating System internals – Enterprise Linux (CentOS, RHEL, Scientific Linux) and Window servers</li> </ul>



		<ul style="list-style-type: none"><li>• Deploy the release of new technologies as well as design, install, configure, maintain and perform system integration testing of PC/server operating systems, related utilities and hardware</li><li>• Configure server settings and maintain configuration for optimum performance</li><li>• Apache Web Server and shared hosting</li><li>• Database administration (MySQL and PostgreSQL)</li><li>• Linux security hardening (Linux firewall administration, TCP Wrappers)</li><li>• Patching of systems as per security policy</li><li>• LVM and iSCSI storage configuration and management</li><li>• Advanced Linux network configurations (Bridging, static routes, etc.)</li><li>• Network monitoring to ensure network availability to all system</li><li>• DNS BIND</li><li>• Conduct failover tests, analyse results and refactor infrastructure to ensure 100% availability</li><li>• SNMP configurations and management</li><li>• High availability (Redhat Cluster, HAProxy)</li><li>• Provide technical support to the end users for both hardware and software issues.</li><li>• Monitor the systems and respond immediately to security or usability concerns</li><li>• Assemble and trouble shoot end user equipment like desktop, laptop etc.</li><li>• Create and verify backups of data. Respond to and resolve help desk requests</li><li>• Upgrade systems and processes as required for enhanced functionality and security issue resolution</li></ul> <p>Maintenance of IT infrastructure, including firewalls, databases, malware protection software and other processes. Review application logs. Install and test computer-related equipment.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>LDE</td><td>Min. 3 years' experience at L- 5</td></tr><tr><td>NS</td><td>Min. 6 years' experience at L- 5</td></tr></table>	LDE	Min. 3 years' experience at L- 5	NS	Min. 6 years' experience at L- 5				
LDE	Min. 3 years' experience at L- 5									
NS	Min. 6 years' experience at L- 5									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	Two years								
9.	Method of Recruitment	<div>1. Direct Recruitment (50%)</div> <div>2. Promotion (50%)</div> <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years at L- 5</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years at L- 5</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years at L- 5		NS	50%	Min. 6 years at L- 5
Method of Promotion	LDE	50%	Min. 3 years at L- 5							
	NS	50%	Min. 6 years at L- 5							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -5 (29200 - 92300)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Junior Network Engineer
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level -6 (35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 35 years <b><u>For Promotion/ Deputation/ Absorption</u></b> No age bar
6.	Educational and other qualifications required	<p><b><u>Essential:</u></b> B.Sc. in (Computer Science/ Information Technology)/3 years diploma (after intermediate/12<sup>th</sup> standard in Science) in Computer Sciences &amp; Engineering/ Electronics &amp; Communication Engineering/Information Technology from an Institution recognized by the Directorate of Training and Technical Education of any State / Govt. of India with minimum 65% marks. At least 5 years of demonstrated experience and knowledge in the relevant field in a reputed organization with CCNA/CCNP certifications (to be submitted with Application) and good communication skills</p> <p><b>OR</b> BE/ B.Tech in CSE/ IT/ ECE or MCA or M.Sc/ PG Diploma in Computer Science/ Information Technology with minimum 65% marks. At least 3 years of demonstrated experience and knowledge in the relevant field in a reputed organization with CCNA/CCNP certifications and good communication skills. Degree should be recognized by UGC / AICTE.</p> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Perform device configurations, internal operating system upgrades and software upgrades and deploy network devices including routers, switches, modems, load balancers and firewalls</li> <li>• Monitor, respond and provide resolution for all network problems and incidents.</li> <li>• Manage servers and their operating systems. Implement network security measures and testing.</li> <li>• Manage cloud and physical network storage</li> <li>• Maintain network performance by performing network monitoring and analysis and performance tuning.</li> <li>• Implement Network infrastructure changes as per the requirement. Manage &amp; maintain network firewalls. Maintain DR plan for network infrastructure.</li> <li>• Mandatory expert level knowledge on Network switches (L2 and L3) e.g. Cisco, HP, Broadcom, DELL, etc.</li> <li>• Maintain network services documentation related to work area</li> <li>• IDS and IDP administration</li> <li>• Troubleshoot computer network issues and repair networks.</li> <li>• Design, implement and manage campus area network.</li> </ul>



		<ul style="list-style-type: none"><li>• Ensures availability of network services (DNS, DHCP, Active Directory, NPS)</li><li>• Installation of Routers/Switches/Modems, Peripherals, System Software &amp; Application Software</li><li>• Configure and maintain VPNs and secure access to network</li><li>• Acquire, maintain and report on data related to network performance, capacity planning and utilization trend analysis.</li><li>• Extensive knowledge of LAN and WAN technologies (Gigabit Ethernet, L2/L3 Switching, Frame Relay, VLANs).</li><li>• Working knowledge of data and voice communications equipment</li><li>• Coordinate with remote onsite engineers / vendors to get issue resolved</li><li>• Prepare documentation supporting network requirements, connectivity, implementation and testing.</li><li>• Ability to interpret and apply complex technical manuals and reference materials</li><li>• Ensure optimal network performance by assisting with performance and capacity monitoring and making and implementing recommendations to resolve identified issues.</li><li>• Configure, maintain VLAN and inter VLAN routing.</li><li>• Collaborate with other functional IT areas to ensure that IT best practices, policies, and procedures are adhered to</li></ul> <p>CCNA/CCNP/other network certification preferred</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td>Min. 3 years' experience at L- 5</td></tr><tr><td>NS</td><td>Min. 6 years' experience at L- 5</td></tr></table>	LDE	Min. 3 years' experience at L- 5	NS	Min. 6 years' experience at L- 5				
LDE	Min. 3 years' experience at L- 5									
NS	Min. 6 years' experience at L- 5									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	Two years								
9.	Method of Recruitment	<div>1. Direct Recruitment (50%)</div> <div>2. Promotion (50%)</div> <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years at L- 5</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years at L- 5</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years at L- 5		NS	50%	Min. 6 years at L- 5
Method of Promotion	LDE	50%	Min. 3 years at L- 5							
	NS	50%	Min. 6 years at L- 5							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -5 (29200 - 92300)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Junior Electronics & Media Engineer								
1.	No. of Post(s)	1 (One)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level -6 (35400 - 112400)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit								
5.	Age Limit	<b>For Direct Recruitment : 35 years</b> <b>For Promotion/ Deputation/ Absorption : No age bar</b>								
6.	Educational and other qualifications required	<b>Essential</b> B.E/ B. Tech in Electronics Communication Engineering or equivalent with at least 55% marks in the degree.  Brief draft job description, we can modify/fine tune it as per requirement. Hands-on experience in configurations, operations and maintenance of hardware and software based video conferencing systems, hands-on experience in installation, operations and maintenance of audio-visual equipment for auditorium, e-classrooms, experience in video editing software like Adobe Premiere Pro, Final Cut Pro, Davinci Resolve, Camtasia etc., installing and testing and maintaining new audio-visual facilities and equipment, experience with visual communication principles, experience in web design and content management systems, creation of digital content such as website, videos etc., maintain and manage social media channels as per the requirements, experience in web design, producing audio and video materials as per requirement, analysing and fixing technical faults in audio-visual systems, knowledge of audio and video data compression techniques, principles of acoustics, lighting, vision and cameras, knowledge of Video streaming protocols, knowledge of cyber security threats and vulnerabilities and the security practices applied to broadcast, media and communications infrastructure to protect and maintain content and operations, knowledge of programming Java, .NET or others, Local Access Networks (LANs), Wide Area Networks (WANs), internet protocol, knowledge of computer-controlled lighting systems, experience in Graphic design, knowledge of Media Formats, Media Computing, knowledge of Video production and editing, experience in setting up, configuration and maintenance of multimedia systems, knowledge of setting up and operations of audio and video recording systems, knowledge of transmission and networking Technologies, willing to learn and use new audio-visual technologies as per requirements.  The applicant should have at least 3 years of demonstrated experience and knowledge in a reputed Organization, preferably in an educational institution. Degree should be recognized by UGC / AICTE. <b>For Promotion minimum experience</b> <table><tr><td>LDE</td><td>Min. 3 years' experience at L- 5</td></tr><tr><td>NS</td><td>Min. 6 years' experience at L- 5</td></tr></table>	LDE	Min. 3 years' experience at L- 5	NS	Min. 6 years' experience at L- 5				
LDE	Min. 3 years' experience at L- 5									
NS	Min. 6 years' experience at L- 5									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	Two years								
9.	Method of Recruitment	1. Direct Recruitment (50%) 2. Promotion (50%) <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years at L- 5</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years at L- 5</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years at L- 5		NS	50%	Min. 6 years at L- 5
Method of Promotion	LDE	50%	Min. 3 years at L- 5							
	NS	50%	Min. 6 years at L- 5							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/ absorption to be made	Pay Level -5 (29200 - 92300)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Web Developer
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level -6 (35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential:</b> B.Sc. (Computer Science/Information Technology)/ 3 years diploma (after intermediate/12<sup>th</sup> standard in Science) in Computer Sciences &amp; Engineering/ /Information Technology from an Institution recognized by the Directorate of Training and Technical Education of any State / Govt. of India with minimum 65% marks. At least 2 years of demonstrated experience and knowledge in the relevant field in a reputed organization. The degree should be recognized by UGC / AICTE.</p> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Extensive experience in developing websites</li> <li>• Expertise in HTML5, CSS3, Ajax and JQuery, Python, Bootstrap and JavaScript</li> <li>• Excellent hands on programming experience in PHP</li> <li>• Experience in one of the CMS Joomla/Wordpress/Drupal</li> <li>• Experience in web server (Apache) environment</li> <li>• Hands-on experience in MySQL/PostgreSQL Databases</li> <li>• Hands-on experience in AngularJS/ React JS/Node.js /Backbone.js</li> <li>• Proficient in using web designing tools/software such as Dreamweaver, Adobe Photoshop</li> <li>• Good understanding of asynchronous request handling, partial page updates</li> <li>• Proven experience in web programming</li> <li>• Expertise in Structured Query Language (SQL)</li> <li>• Knowledge of Model-View-Controller (MVC) architecture</li> <li>• Hands-on experience in web application testing.</li> <li>• Experience in Perl programming</li> <li>• Expertise in working on Linux and Windows environments</li> <li>• Hands on experience in JSON (JavaScript Object Notation)/XML (Extensible Markup Language)</li> <li>• Proficient understanding of cross-browser compatibility issues and ways to work around them</li> </ul>



		<ul style="list-style-type: none"> <li>• Good understanding of web and application security</li> <li>• Understanding of code versioning tools, preferably Git, SVN</li> <li>• Good knowledge and understanding of architectures of web application technologies</li> <li>• Excellent database programming skills, a good appreciation of design, usability and interactivity, creative skills to turn ideas into workable plans and excellent problem-solving skills.</li> <li>• A solid understanding of how web applications work including security, session management and best development practices</li> <li>• Adequate knowledge of relational database systems, Object Oriented Programming, web application development and Operating Systems</li> <li>• Clear understanding of software development best practices.</li> </ul>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	2 years
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Technician (System)											
1.	No. of Post(s)	1 (One) (Only promotional post)											
2.	Classification	Group-C											
3.	Scale of Pay	Pay Level- 5 (29200 - 92300)											
4.	Whether Selection Post or Non-Selection Post	Non- Selection											
5.	Age Limit	32 years											
6.	Educational and other qualifications required	<p><b>Essential:</b> B.Sc. (Computer Science) /3 years Diploma in Computer Science or Computer Engineering 3 years Diploma should be recognized by the Directorate of Training and Technical Education of any State /Govt. of India. (Candidates holding 4 years degree in Computer Science or Computer Engineering, or 3 years MCA, may apply.) Degree should be recognized by UGC / AICTE. Minimum 65% marks in qualifying Diploma / Degree (55% for SC/ST/PWD candidates)</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L-4</td></tr></table>	NS	Min. 5 years' experience at L-4									
NS	Min. 5 years' experience at L-4												
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.											
8.	Period of probation if any	Nil											
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td rowspan="2">Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 4</td></tr></table>	100% on promotion				Method of Promotion	LDE	0%		NS	100%	Min. 5 years exp. at L- 4
100% on promotion													
Method of Promotion	LDE	0%											
	NS	100%	Min. 5 years exp. at L- 4										
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level- 4 (25500 - 81100)											
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.											

	Name of the Post	Technician (Network)			
1.	No. of Post(s)	1 (One) (Only promotional post)			
2.	Classification	Group-C			
3.	Scale of Pay	Pay Level- 5 (29200 - 92300)			
4.	Whether Selection Post or Non-Selection Post	Non- Selection			
5.	Age Limit	For Promotion: No age bar			
6.	Educational and other qualifications required	<b>Essential:</b> 3 years Diploma in Electronics or Electronics and Communication or Computer Engineering.3 years Diploma should be recognized by the Directorate of Training and Technical Education of any State/Govt. of India. Candidates holding 4 years degree in Electronics or Electronics and Communication Engineering/ Computer Science and Engineering/3 years MCA, may apply. Degree should be recognized by UGC / AICTE. Minimum 65% marks in qualifying diploma / degree (55% for SC/ST/PWD candidates)			
		<b>For Promotion minimum experience</b>			
		NS	Min. 5 years' experience at L- 4		
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.			
8.	Period of probation if any	Nil			
9.	Method of Recruitment	100% on promotion			
		Method of Promotion	LDE	0%	
		NS	100%	Min. 5 years exp. at L- 4	
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level- 4 (25500 - 81100)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			



	Name of the Post	Junior Technician (System)
1.	No. of Post(s)	2 (Two)
2.	Classification	Group-C
3.	Scale of Pay	Pay Level- 4 (25500 - 81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	32 years
6.	Educational and other qualifications required	<p><b>Essential:</b> B.Sc. (Computer Science) /3 years Diploma in Computer Science or Computer Engineering 3 years Diploma should be recognized by the Directorate of Training and Technical Education of any State /Govt. of India. (Candidates holding 4 years degree in Computer Science or Computer Engineering, or 3 years MCA, may apply.) Degree should be recognized by UGC / AICTE. Minimum 65% marks in qualifying Diploma / Degree (55% for SC/ST/PWD candidates)</p> <p><b>Experience:</b> Minimum 2-3 years relevant experience in Institute of National/International repute only</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Install hardware and software.</li> <li>• Make upgrades and repairs as needed.</li> <li>• Oversee digital security.</li> <li>• Perform maintenance that all systems are operating.</li> <li>• Collect and analyze data to optimize performance.</li> <li>• Train users on hardware and software.</li> <li>• Troubleshoot problems with the system.</li> <li>• "Analyze and monitor server security and make recommendations or implement patches/fixes to address potential security holes"</li> <li>• Research and recommend innovative, and where possible automated, approaches for system administration tasks"</li> <li>• Installation, maintenance and Management of servers</li> <li>• Website development and management</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>➤ Ability to create network diagrams and documentation for design and planning of data center, sever room etc.</li> <li>➤ Proven experience in IT System administration</li> <li>➤ Experience with databases, networks (LAN, WAN) and patch management</li> <li>➤ Knowledge of system security (e.g. intrusion detection systems) and data backup/recovery</li> <li>➤ Ability to create scripts in Python, Perl, html, php or other language</li> <li>➤ Familiarity with various operating systems and platforms</li> <li>➤ Resourcefulness and problem-solving aptitude</li> <li>➤ Excellent communication and writing skills</li> </ul>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/ absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Junior Technician (Network)
1.	No. of Post(s)	1 (One)
2.	Classification	Group-C
3.	Scale of Pay	Pay Level- 4 (25500 - 81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	32 years
6.	Educational and other qualifications required	<p><b>Essential:</b> 3 years Diploma in Electronics or Electronics and Communication or Computer Engineering. 3 years Diploma should be recognized by the Directorate of Training and Technical Education of any State/Govt. of India. Candidates holding 4 years degree in Electronics or Electronics and Communication Engineering/ Computer Science and Engineering/3 years MCA, may apply. The degree should be recognized by UGC / AICTE. Minimum 65% marks in qualifying diploma/degree 55% for SC/ST/PWD candidates)</p> <p><b>Experience:</b> Minimum 2-3 years of relevant experience in Institute of National/International repute only</p> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Manage telecommunication needs</li> <li>• Design, deploy, and administer the Wireless Infrastructure and supporting systems.</li> <li>• Recommend upgrades, patches, and new applications and equipment.</li> <li>• LAN/Wireless Lan installation, trouble shooting and maintenance.</li> <li>• Oversee local area network and wide area network including both wired and wireless infrastructure</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>➤ Strong understanding of computer network infrastructure.</li> <li>➤ Ability to implement, administer, and troubleshoot network infrastructure devices.</li> <li>➤ Knowledge of application transport and network infrastructure protocols.</li> <li>➤ Ability to create network diagrams and documentation for design and planning network communication systems.</li> <li>➤ Ability to work with all levels of IT staff inside and outside the organization.</li> <li>➤ Ability to think through problems and visualize solutions.</li> <li>➤ Good analytical and problem-solving skills.</li> <li>➤ Experience with local area network and wide area network administration</li> <li>➤ Excellent communication and writing skills</li> </ul>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

## ENGINEERING

	Name of the Post	Superintending Engineer (Civil / Electrical)
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Pay Level -13 ( 123100 - 215900)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	50 years
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree in Civil/ Electrical Engineering from a recognized Institute/University with experience as under:</p> <p>a) With a total of 15 years of experience in execution and construction of Civil /Electrical Work including Public Health and Contract Management.</p> <p style="text-align: center;"><b>OR</b></p> <p>b) Holding analogous post at the same level or worked as an Executive Engineer in the Pay Level- 11 or its equivalent for a period of 7 years under the Central/State Government including Govt. Autonomous Bodies/Organizations/ Public Sector Organizations.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One year
9.	Method of Recruitment	Direct Recruitment failing which by on Deputation/Absorption
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Executive Engineer (Civil)							
1.	No. of Post(s)	1(One) (Only promotional post)							
2.	Classification	Group-A							
3.	Scale of Pay	Pay Level -12 ( 78800 - 209200)							
4.	Whether Selection Post or Non-Selection Post	Non-Selection							
5.	Age Limit	For Promotion: No age bar							
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree in Civil Engineering from a recognized Institute/University with experience as under:</p> <p>i) With a total of 12 years of experience in execution and construction of Civil Work including Public Health / Contract Management.</p> <p style="text-align: center;"><b>OR</b></p> <p>ii) Holding analogous post at the same level or worked as an Assistant Executive Engineer in the Pay Level- 10 or its equivalent for a period of 5 years under the Central/State Government including Govt. Autonomous Bodies/Organizations / Public Sector Organizations.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td colspan="3">Min. 5 years' experience at L- 11</td></tr></table>				NS	Min. 5 years' experience at L- 11		
NS	Min. 5 years' experience at L- 11								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.							
8.	Period of probation if any	For Promotion: Nil							
9.	Method of Recruitment	100% on promotion							
		Method of Promotion	LDE	0%					
			NS	100%	Min. 5 years exp. at L- 11				
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -11 ( 67700 - 208700)							
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.							



	Name of the Post	Executive Engineer (Electrical)												
1.	No. of Post(s)	1(One) (Only promotional post)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level -12 ( 78800 - 209200)												
4.	Whether Selection Post or Non-Selection Post	Non- selection												
5.	Age Limit	For Promotion: No age bar												
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree in Electrical Engineering from a recognized Institute/University with experience as under:</p> <p>i) With a total of 12 years of experience in execution/ supervision / maintenance of large Electrical works as Assistant Manager / Engineer / Project Engineer in high tension and low tension lines, electrical maintenance, planning etc.</p> <p style="text-align: center;"><b>OR</b></p> <p>ii) Holding analogous post at the same level or worked as an Assistant Executive Engineer in the Pay Level- 10 or its equivalent for a period of 5 years under the Central/State Government including Govt. Autonomous Bodies/Organizations / Public Sector Organizations.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 11</td></tr></table>	NS	Min. 5 years' experience at L- 11										
NS	Min. 5 years' experience at L- 11													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	For Promotion: Nil												
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td>Method of Promotion</td><td></td><td></td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 11</td></tr></table>	100% on promotion				Method of Promotion					NS	100%	Min. 5 years exp. at L- 11
100% on promotion														
Method of Promotion														
	NS	100%	Min. 5 years exp. at L- 11											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -11 ( 67700 - 208700)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												

	Name of the Post	Executive Engineer (Civil)												
1.	No. of Post(s)	1(One)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level -11 ( 67700 - 208700)												
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non- selection both												
5.	Age Limit	<b><u>For Direct Recruitment **</u></b> 45 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar												
6.	Educational and other qualifications required	<b><u>Essential:</u></b> Bachelor's Degree in Civil Engineering from a recognized Institute/University with experience as under:  i) With a total of 12 years of experience in execution and construction of Civil Work including Public Health / Contract Management. <b>OR</b> ii) Holding analogous post at the same level or worked as an Assistant Executive Engineer in the Pay Level- 10 or its equivalent for a period of 5 years under the Central/State Government including Govt. Autonomous Bodies/Organizations / Public Sector Organizations.  <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 10</td></tr></table>	NS	Min. 5 years' experience at L- 10										
NS	Min. 5 years' experience at L- 10													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	a) For Direct Recruitment : One year b) For Promotion: Nil												
9.	Method of Recruitment	<table><tr><td>Direct Recruitment</td><td>0-50%</td></tr><tr><td>Promotion</td><td>100- 50%</td></tr></table> 0-50% by Direct Recruitment failing which by Promotion <table><tr><td>Method of</td><td>LDE</td><td>0%</td><td></td></tr><tr><td>Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 10</td></tr></table>	Direct Recruitment	0-50%	Promotion	100- 50%	Method of	LDE	0%		Promotion	NS	100%	Min. 5 years exp. at L- 10
Direct Recruitment	0-50%													
Promotion	100- 50%													
Method of	LDE	0%												
Promotion	NS	100%	Min. 5 years exp. at L- 10											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -10 ( 56100 -177500)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												



	Name of the Post	Executive Engineer (Electrical)												
1.	No. of Post(s)	1(One)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level -11 ( 67700 - 208700)												
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non- selection both												
5.	Age Limit	<b><u>For Direct Recruitment **</u></b> 45 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar												
6.	Educational and other qualifications required	<b><u>Essential:</u></b> Bachelor's Degree in Electrical Engineering from a recognized Institute/University with experience as under:  i) With a total of 12 years of experience in execution/ supervision / maintenance of large Electrical works as Assistant Manager / Engineer / Project Engineer in high tension and low tension lines, electrical maintenance, planning etc. <b>OR</b> ii) Holding analogous post at the same level or worked as an Assistant Executive Engineer in the Pay Level-10 or its equivalent for a period of 5 years under the Central/State Government including Govt. Autonomous Bodies/Organizations / Public Sector Organizations.  <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 10</td></tr></table>	NS	Min. 5 years' experience at L- 10										
NS	Min. 5 years' experience at L- 10													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	a) For Direct Recruitment : One year b) For Promotion: Nil												
9.	Method of Recruitment	<table><tr><td>Direct Recruitment</td><td>0-50%</td></tr><tr><td>Promotion</td><td>100- 50%</td></tr></table> 0-50% by Direct Recruitment failing which by Promotion <table><tr><td>Method of</td><td>LDE</td><td>0%</td><td></td></tr><tr><td>Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 10</td></tr></table>	Direct Recruitment	0-50%	Promotion	100- 50%	Method of	LDE	0%		Promotion	NS	100%	Min. 5 years exp. at L- 10
Direct Recruitment	0-50%													
Promotion	100- 50%													
Method of	LDE	0%												
Promotion	NS	100%	Min. 5 years exp. at L- 10											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -10 ( 56100 -177500)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												



	Name of the Post	Assistant Executive Engineer (Civil)								
1.	No. of Post(s)	1 (One)								
2.	Classification	Group-A								
3.	Scale of Pay	Pay Level -10 ( 56100 -177500)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non- selection both								
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 45 years <b><u>For Promotion/ Deputation/ Absorption</u></b> No age bar								
6.	Educational and other qualifications required	<b><u>Essential:</u></b> Bachelor's Degree in Civil Engineering from a recognized Institute/University with a total of 6 years of experience in execution and construction of Civil Work including Public Health / Contract Management.  <b><u>For Promotion minimum experience</u></b> <table><tr><td>LDE</td><td></td><td></td></tr><tr><td>NS</td><td>100%</td><td>Min. 2 years exp. at L- 8</td></tr></table>	LDE			NS	100%	Min. 2 years exp. at L- 8		
LDE										
NS	100%	Min. 2 years exp. at L- 8								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	a) For Direct Recruitment :One years b) For Promotion: One year								
9.	Method of Recruitment	I. Direct Recruitment (50%) II. Promotion (50%) <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 2 years exp. at L- 8</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 2 years exp. at L- 8
Method of Promotion	LDE	0%								
	NS	100%	Min. 2 years exp. at L- 8							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -8 (47600 - 151100)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Assistant Executive Engineer (Electrical)								
1.	No. of Post(s)	1(One)								
2.	Classification	Group-A								
3.	Scale of Pay	Pay Level -10 ( 56100 -177500)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non- Selection both								
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 45 years <b><u>For Promotion/ Deputation/ Absorption</u></b> No age bar								
6.	Educational and other qualifications required	<b><u>Essential:</u></b> Bachelor's Degree in Electrical Engineering from a recognized Institute/University with a total of 6 years of experience in execution/ supervision / maintenance of large Electrical works as Assistant Manager / Engineer / Project Engineer in high tension and low tension lines, electrical maintenance, planning etc.  <b><u>For Promotion minimum experience</u></b> <table><tr><td>LDE</td><td></td></tr><tr><td>NS</td><td>Min. 2 years exp. at L- 8</td></tr></table>	LDE		NS	Min. 2 years exp. at L- 8				
LDE										
NS	Min. 2 years exp. at L- 8									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	a) For Direct Recruitment : One year b) For Promotion: One year								
9.	Method of Recruitment	I. Direct Recruitment (50%) II. Promotion (50%) <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 2 years exp. at L- 8</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 2 years exp. at L- 8
Method of Promotion	LDE	0%								
	NS	100%	Min. 2 years exp. at L- 8							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -8 (47600 - 151100)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Assistant Engineer (Civil)								
1.	No. of Post(s)	2(Two) (Only promotional post)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level -8 (47600 - 151100)								
4.	Whether Selection Post or Non-Selection Post	Non- selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree / Diploma in Civil Engineering from a recognized Institute/University with relevant under the Central/State Government including Govt. Autonomous Bodies/Organizations/Public Sector Organizations.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td>50%</td><td>Min. 3 years experiences at L- 6</td></tr><tr><td>NS</td><td>50%</td><td>Min. 6 years experiences at L- 6</td></tr></table>	LDE	50%	Min. 3 years experiences at L- 6	NS	50%	Min. 6 years experiences at L- 6		
LDE	50%	Min. 3 years experiences at L- 6								
NS	50%	Min. 6 years experiences at L- 6								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years at L- 6</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years at L- 6</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years at L- 6		NS	50%	Min. 6 years at L- 6
Method of Promotion	LDE	50%	Min. 3 years at L- 6							
	NS	50%	Min. 6 years at L- 6							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -6 (35400 - 112400)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Assistant Engineer (Electrical)													
1.	No. of Post(s)	2 (Two) (Only promotional post)													
2.	Classification	Group-B													
3.	Scale of Pay	Pay Level -8 (47600 - 151100)													
4.	Whether Selection Post or Non-Selection Post	Non- selection													
5.	Age Limit	For Promotion: No age bar													
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree / Diploma in Electrical / Telecommunication Engineering from a recognized Institute/University with relevant under the Central/State Government including Govt. Autonomous Bodies/Organizations/Public Sector Organizations.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td>50%</td><td colspan="2">Min. 3 years experiences at L- 6</td></tr><tr><td>NS</td><td>50%</td><td colspan="2">Min. 6 years experiences at L- 6</td></tr></table>				LDE	50%	Min. 3 years experiences at L- 6		NS	50%	Min. 6 years experiences at L- 6			
LDE	50%	Min. 3 years experiences at L- 6													
NS	50%	Min. 6 years experiences at L- 6													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.													
8.	Period of probation if any	For Promotion: Nil													
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td colspan="2">Min. 3 years at L- 6</td></tr><tr><td></td><td>NS</td><td>50%</td><td colspan="2">Min. 6 years at L- 6</td></tr></table>				Method of Promotion	LDE	50%	Min. 3 years at L- 6			NS	50%	Min. 6 years at L- 6	
Method of Promotion	LDE	50%	Min. 3 years at L- 6												
	NS	50%	Min. 6 years at L- 6												
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -6 (35400 - 112400)													
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.													



	Name of the Post	Junior Engineer (Civil)
1.	No. of Post(s)	3 (Three)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level -6 (35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree / Diploma in Civil Engineering from a recognized Institute/University with experience in the field as below: Design &amp; Estimation, Construction &amp; maintenance of building etc under the Central/State Government including Govt. Autonomous Bodies/Organizations/Public Sector Organizations.</p> <p><b>Experience :</b></p> <p>i) With a total of 1 year of experience in case of holding Bachelor degree <b>OR</b> ii) With a total of 3 years of experience in case of holding Diploma</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	2 Years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Junior Engineer (Electrical)
1.	No. of Post(s)	3 (Three)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level -6 (35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree / Diploma in Electrical Engineering from a recognized Institute/University with experience in the field as below:</p> <p>Execution/ supervision / maintenance of Electrical works, under the Central/State Government including Govt. Autonomous Bodies/Organizations/Public Sector Organizations.</p> <p><b>Experience :</b></p> <p>i) With a total of 1 year of experience in case of holding Bachelor degree <b>OR</b> ii) With a total of 3 years of experience in case of holding Diploma</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	2 Years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## Student Counsellor

	Name of the Post	Senior Student Counsellor												
1.	No. of Post(s)	1(One)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level -12 ( 78800 - 209200)												
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non—Selection both												
5.	Age Limit	<b>For Direct Recruitment : 50 years</b> <b>For Promotion/Deputation/Absorption :No age bar</b>												
6.	Educational and other qualifications required for direct recruitment	<b>Essential:</b> Master's Degree with more than 60% of marks or a CGPA of 6.5 on a 10-point scale in the field of Psychology (Counselling Clinical Psychology), Sociology with minimum 15 years of relevant clinical experience in an educational Institution or in a mental health-care clinic of repute. OR M.Phil. in Clinical Psychology with 60% of marks or a CGPA of 6.5 on a 10-point scale with minimum 12 years of relevant clinical experience in an educational Institution or in a mental health-care clinic of repute.  Candidates with Ph.D / M. Phil will be preferred. <b>For Promotion minimum experience</b> <table border="1"><tr><td>NS</td><td>Min. 5 years' experience at L- 11</td></tr></table>	NS	Min. 5 years' experience at L- 11										
NS	Min. 5 years' experience at L- 11													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	a) For Direct Recruitment : One year b) For Promotion: Nil												
9.	Method of Recruitment	<table border="1"><tr><td>Direct Recruitment</td><td>0-100 %</td></tr><tr><td>Promotion</td><td>100-0%</td></tr></table> 100% Direct recruitment failing which by promotion. <table border="1"><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L-11</td></tr></table>	Direct Recruitment	0-100 %	Promotion	100-0%	Method of Promotion	LDE	0%			NS	100%	Min. 5 years exp. at L-11
Direct Recruitment	0-100 %													
Promotion	100-0%													
Method of Promotion	LDE	0%												
	NS	100%	Min. 5 years exp. at L-11											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 11 (67700 – 208700)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												

	Name of the Post	Student Counsellor								
1.	No. of Post(s)	1 (One) (Only promotional post)								
2.	Classification	Group-A								
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)								
4.	Whether Selection Post or Non-Selection Post	Non- Selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Master’s Degree with more than 60% of marks or a CGPA of 6.5 on a 10-point scale in the field of Psychology (Counselling Clinical Psychology), Sociology with minimum 10 years of relevant clinical experience in an educational Institution or in a mental health-care clinic of repute. OR M.Phil. in Clinical Psychology with 60% of marks or a CGPA of 6.5 on a 10-point scale with minimum 8 years of relevant clinical experience in an educational Institution or in a mental health-care clinic of repute.</p> <p>Candidates with Ph.D / M. Phil will be preferred.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years’ experience at L- 10</td></tr></table>	NS	Min. 5 years’ experience at L- 10						
NS	Min. 5 years’ experience at L- 10									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	<p>100% on Promotion</p> <table><tr><td>Method of</td><td>LDE</td><td>0%</td><td></td></tr><tr><td>Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L- 10</td></tr></table>	Method of	LDE	0%		Promotion	NS	100%	Min. 5 years at L- 10
Method of	LDE	0%								
Promotion	NS	100%	Min. 5 years at L- 10							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Student Counsellor
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	45 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Master's Degree with more than 60% of marks or a CGPA of 6.5 on a 10-point scale in the field of Psychology (Counselling Clinical Psychology), Sociology with minimum 5 years of relevant clinical experience in an educational Institution or in a mental health-care clinic of repute. OR M.Phil. in Clinical Psychology with 60% of marks or a CGPA of 6.5 on a 10-point scale with minimum 3 years of relevant clinical experience in an educational Institution or in a mental health-care clinic of repute.</p> <p>Candidates with Ph.D / M. Phil will be preferred.</p> <p><b>Desirable:</b> (a) Have training in counselling technique and / or any therapeutic module. (b) Experience in Counselling students of highly competitive residential Institute of higher learning (c) Administrative experience in managing relevant Counselling service set-ups</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One year
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## SPORTS

1.	Name of the Post	Sports Officer														
2.	No. of Post(s)	1 (One) (Only promotional post)														
3.	Classification	Group-A														
4.	Scale of Pay	Pay Level -11 (67700 - 208700)														
5.	Whether Selection Post or Non-Selection Post	Non- selection														
6.	Age Limit	For Promotion: No age bar														
7.	Educational and other qualifications required	<p><b>Essential:</b></p> <p>I. Masters Degree in Physical Education or Sports Sciences with 55 % marks or equivalent grade B in the seven point UGC Scale in Physical Education with diploma in sports coaching from a recognized from recognized University/Institution.</p> <p style="text-align: center;"><b>OR</b></p> <p>Degree in Physical Education or Sports Sciences with 55 % marks or equivalent grade B in the seven point UGC Scale in Physical Education and should have represented University or State at National Level. Demonstrated ability to encourage mass participation in events in games and sports at University / Inter college level</p> <p>II. With 5 years of relevant experience in organizing Games and sports at University / Inter college level</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 10</td></tr></table>			NS	Min. 5 years' experience at L- 10										
NS	Min. 5 years' experience at L- 10															
8.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute														
9.	Period of probation if any	For Promotion: Nil														
10.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 10</td></tr></table>			100% on promotion				Method of Promotion	LDE	0%			NS	100%	Min. 5 years exp. at L- 10
100% on promotion																
Method of Promotion	LDE	0%														
	NS	100%	Min. 5 years exp. at L- 10													
11.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorpti on to be made	Pay Level -10 ( 56100 – 177500)														
12.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.														



	Name of the Post	Assistant Sports Officer												
1.	No. of Post(s)	1 (One)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level -10 ( 56100 – 177500)												
4.	Whether Selection Post or Non-Selection Post	Selection by merit/Non- selection												
5.	Age Limit	<b>For Direct Recruitment</b> 45 years												
6.	Educational and other qualifications required	<b>Essential:</b> Master's Degree in Physical Education / Sports Sciences with minimum of 55% marks or equivalent grade with relevant full time work experience of five years after Master's Degree. <b>Desirable:</b> Applicants should have specialization in at least one sports such as Athletic, Basketball, Weightlifting, Tennis, Squash, Volleyball, Hockey, Swimming, Football, Cricket, Table Tennis, and Badminton. N.I.S Coaching Diploma holders and medal winners in inter University / national games will be given preference. At least three years of work experience in Govt. / Autonomous Bodies or University or College.  <b>For Promotion minimum experience</b> <table><tr><td>NS</td><td>Min. 2 years' experience at L- 8</td></tr></table>	NS	Min. 2 years' experience at L- 8										
NS	Min. 2 years' experience at L- 8													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	a) For Direct Recruitment : One year b) For Promotion: One year												
9.	Method of Recruitment	<table><tr><td>Direct Recruitment</td><td>0-100 %</td></tr><tr><td>Promotion</td><td>100-0%</td></tr></table> 100% Direct recruitment failing which by promotion.  <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 2 years exp. at L- 8</td></tr></table>	Direct Recruitment	0-100 %	Promotion	100-0%	Method of Promotion	LDE	0%			NS	100%	Min. 2 years exp. at L- 8
Direct Recruitment	0-100 %													
Promotion	100-0%													
Method of Promotion	LDE	0%												
	NS	100%	Min. 2 years exp. at L- 8											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/ab sorption to be made	Pay Level - 8 ( 47600 -151100)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												



	Name of the Post	Physical Training Instructor								
1.	No. of Post(s)	4 (Four) (Only promotional post)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level - 8( 47600 -151100)								
4.	Whether Selection Post or Non-Selection Post	Both Selection on merit and Non- selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree in Physical Education / Sports Sciences with minimum of 55 % marks or equivalent grade with relevant fulltime work experience of three years after Bachelor's Degree.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td>Min. 3 years' experience at L- 6</td></tr><tr><td>NS</td><td>Min. 6 years' experience at L- 6</td></tr></table>	LDE	Min. 3 years' experience at L- 6	NS	Min. 6 years' experience at L- 6				
LDE	Min. 3 years' experience at L- 6									
NS	Min. 6 years' experience at L- 6									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years exp. at L- 6</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years exp. at L- 6</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years exp. at L- 6		NS	50%	Min. 6 years exp. at L- 6
Method of Promotion	LDE	50%	Min. 3 years exp. at L- 6							
	NS	50%	Min. 6 years exp. at L- 6							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Physical Training Instructor
1.	No. of Post(s)	4 (Four)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree in Physical Education / Sports Sciences with minimum of 55 % marks or equivalent grade with relevant fulltime work experience of three years after Bachelor's Degree.</p> <p><b>Desirable:</b> Applicants should have specialization in at least one sports such as Weightlifting, Tennis, Squash, Volleyball, Hockey, Swimming, Football, Cricket, Table Tennis and Badminton. N.I.S Coaching Diploma holders and medal winners in inter University / national games will be given preference. At least one year of work experience in Govt. / Autonomous Bodies or University or College.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% by Direct recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

## HORTICULTURE

1.	Name of the Post	Horticulture Officer
2.	No. of Post(s)	1 (One)
3.	Classification	Group-A
4.	Scale of Pay	Pay Level - 10 ( 56100 - 177500)
5.	Whether Selection Post or Non-Selection Post	Selection on merit
6.	Age Limit	45 years
7.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Master's Degree with 55 % marks in Horticulture/Agriculture/Forestry having 8 years of experience in Landscape design, development and maintenance / Observing, analyzing and treating disease of plants/ Plantation &amp; decoration of seasonal annual flower beds / Nursery development and maintenance.</p> <p><b>Desirable:</b> (i) Experience in horticulture related field (ii) Experience in horticulture work in any reputed Engineering / Technical Institute of National Importance like IITs/ IISERs/ IISc/NITs and similar Central Government Institutions /PSUs. (iii) Working knowledge in computer.</p>
8.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
9.	Period of probation if any	One year
10.	Method of Recruitment	100% by Direct Recruitment
11.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
12.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Assistant Horticulturist								
1.	No. of Post(s)	1 (One) (Only promotional post)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level - 8 ( 47600 -151100)								
4.	Whether Selection Post or Non-Selection Post	Non- Selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Bachelor's Degree in Horticulture/Agriculture/Forestry with 3 years of experience in Landscape design, development and maintenance / Observing, analyzing and treating disease of plants/ Plantation &amp; decoration of seasonal annual flower beds / Nursery development and maintenance.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 6 years' experience at L- 6</td></tr></table>	NS	Min. 6 years' experience at L- 6						
NS	Min. 6 years' experience at L- 6									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 6 years at L- 6</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 6 years at L- 6
Method of Promotion	LDE	0%								
	NS	100%	Min. 6 years at L- 6							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Junior Horticulturist
1.	No. of Post(s)	1 (One)
2.	Classification	Group-B
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Bachelor's Degree in Horticulture/Agriculture/Forestry with 3 years of experience in Landscape design, development and maintenance / Observing, analyzing and treating disease of plants/ Plantation &amp; decoration of seasonal annual flower beds / Nursery development and maintenance.</p> <p><b>Desirable:</b> (i) Experience in horticulture related field (ii) Experience in horticulture work in any reputed Engineering / Technical Institute of National Importance like IITs/ IISERs/ IISc/NITs and similar Central Government Institutions /PSUs. (iii) Working knowledge in computer.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two Years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## LIBRARY

	Name of the Post	Librarian
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Academic Pay Level -14 ( 144200 - 218200)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 55 years
6.	Educational and other qualifications required for direct recruitment	<b><u>Essential:</u></b> <ol style="list-style-type: none"> <li>Master's Degree in Library Science, Library Information Science or Library Documentation with at least 55% marks of its equivalent Grade in the UGC seven point scale and consistently good academic record set out in the UGC Regulations;</li> <li>Atleast 10 years of as a librarian at any level in University librarian or 10 Years teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.</li> <li>Evidence of innovative library service and organization of published work and professional commitment, computerization of Library.</li> </ol> <b><u>Desirable:</u></b> Ph.D. Degree in Library Science/Library Information Science/Library Documentation/ Archiving and Manuscript-Keeping/Computerization of Library.
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One Year
9.	Method of Recruitment	Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not Applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

	Name of the Post	Deputy Librarian				
1.	No. of Post(s)	1 (One)				
2.	Classification	Group-A				
3.	Scale of Pay	Academic Pay Level -13A ( 131400 - 210800)				
4.	Whether Selection Post or Non-Selection Post	Non- Selection				
5.	Age Limit	<b><u>For Promotion/Deputation/Absorption</u></b> No age bar				
6.	Educational and other qualifications required for direct recruitment	<b><u>Essential:</u></b> I. Master's Degree in Library Science, Library Information Science or Library Documentation with at least 55% marks of its equivalent Grade in point scale of a Grading System and consistently good academic record set out in the UGC Regulations; II. 5 years experience as Assistant Librarian in a university library or in college library; and III. Evidence of innovative library service and organization of published work and professional commitment, computerization of Library. <b><u>Desirable:</u></b> Ph.D. Degree in Library Science/Library Information Science/Library Documentation/ Archiving and Manuscript-Keeping/Computerization of Library. <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 12</td></tr></table>	NS	Min. 5 years' experience at L- 12		
NS	Min. 5 years' experience at L- 12					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	For Promotion – Nil				
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L- 12</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years at L- 12
Method of Promotion	NS	100%	Min. 5 years at L- 12			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -12 ( 79800 - 211500)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Deputy Librarian				
1.	No. of Post(s)	1 (One)				
2.	Classification	Group-A				
3.	Scale of Pay	Academic Pay Level -12 ( 79800 - 211500)				
4.	Whether Selection Post or Non-Selection Post	Selection on merit/ Non- selection				
5.	Age Limit	<b><u>For Direct Recruitment</u></b> 50 years <b><u>For Promotion/Deputation/Absorption</u></b> No age bar				
6.	Educational and other qualifications required for direct recruitment	<b><u>Essential:</u></b> I. Master's Degree in Library Science, Library Information Science or Library Documentation with at least 55% marks of its equivalent Grade in point scale of a Grading System and consistently good academic record set out in the UGC Regulations; II. 5 years experience as Assistant Librarian in a university library or in college library; and III. Evidence of innovative library service and organization of published work and professional commitment, computerization of Library. <b><u>Desirable:</u></b> Ph.D. Degree in Library Science/Library Information Science/Library Documentation/ Archiving and Manuscript-Keeping/Computerization of Library. <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 11</td></tr></table>	NS	Min. 5 years' experience at L- 11		
NS	Min. 5 years' experience at L- 11					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	a) For Direct Recruitment – One year b) For Promotion – One year				
9.	Method of Recruitment	I. Direct Recruitment (0-50%) II. Promotion (100-50%) <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 11</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years exp. at L- 11
Method of Promotion	NS	100%	Min. 5 years exp. at L- 11			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -11 ( 68900 -205500)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				

	Name of the Post	Assistant Librarian				
1.	No. of Post(s)	2 (Two) (Only promotional post)				
2.	Classification	Group-A				
3.	Scale of Pay	Academic Pay Level -11 ( 68900 -205500)				
4.	Whether Selection Post or Non-Selection Post	Non-Selection				
5.	Age Limit	For Promotion: No age bar				
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b></p> <p>I. A Master's Degree in Library Science/ Information Science/ Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.</p> <p>II. Qualifying in the national level test e.g. NET/SLET/SET etc. conducted for the purpose by the UGC or any other agency approved by the UGC. However, candidate, who are, or have been awarded Ph.D. Degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009" including existing University level Asst Librarian in Pay Level -10 ( 57,700 – 1,82,400) or more shall be exempted from requirement of NET/SLET/SET</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 10</td></tr></table>	NS	Min. 5 years' experience at L- 10		
NS	Min. 5 years' experience at L- 10					
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.				
8.	Period of probation if any	For Promotion: Nil				
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 10</td></tr></table>	Method of Promotion	NS	100%	Min. 5 years exp. at L- 10
Method of Promotion	NS	100%	Min. 5 years exp. at L- 10			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -10 ( 57,700 – 1,82,400)				
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.				



	Name of the Post	Assistant Librarian								
1.	No. of Post(s)	2 (Two)								
2.	Classification	Group-A								
3.	Scale of Pay	Academic Pay Level -10 ( 57,700 – 1,82,400)								
4.	Whether Selection Post or Non-Selection Post	Selection by merit / Non-selection								
5.	Age Limit	<b>For Direct Recruitment :</b> 45 years <b>For Promotion/Deputation/Absorption :</b> No age bar								
6.	Educational and other qualifications required for direct recruitment	<b>Essential:</b> I. A Master's Degree in Library Science/ Information Science/ Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library. II. Qualifying in the national level test e.g. NET/SLET/SET etc. conducted for the purpose by the UGC or any other agency approved by the UGC. However, candidate, who are, or have been awarded Ph.D. Degree in accordance with the "University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree), Regulations 2009" including existing University level Asst Librarian in Pay Level -10 (57,700 – 1,82,400) or more shall be exempted from requirement of NET/SLET/SET <b>Desirable:</b> I. 5 years working experience of computerization and networking in a reputed Academic Library in the pay scale of Pay Level – 7 (44900 - 142400) or 5 years of service in Pay Level - 6 ( 35400 - 112400) II. Experience of developing and maintaining Foreign and Indian languages collection in a reputed Academic Library. III. Experience in IITs/IISERs/IISc/NITs and similar Central Govt. Institutions. <b>For Promotion minimum experience</b> <table><tr><td>LDE</td><td></td></tr><tr><td>NS</td><td>Min. 2 years' experience at L- 8</td></tr></table>	LDE		NS	Min. 2 years' experience at L- 8				
LDE										
NS	Min. 2 years' experience at L- 8									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	a) For Direct Recruitment : One year b) For Promotion: One Year								
9.	Method of Recruitment	I. Direct Recruitment (50%) II. Promotion (50%) <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 2 years exp. at L- 8</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 2 years exp. at L- 8
Method of Promotion	LDE	0%								
	NS	100%	Min. 2 years exp. at L- 8							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 8 (47600 -151100)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Library Information Superintendent												
1.	No. of Post(s)	4 (Four) (Only promotional post)												
2.	Classification	Group-B												
3.	Scale of Pay	Pay Level - 8 ( 47600 -151100)												
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non- Selection												
5.	Age Limit	For Promotion: No age bar												
6.	Educational and other qualifications required	<div><b>Essential:</b><div><div>I. A Master's Degree in Library Science/ Information Science/ Documentation Science or an equivalent professional degree.</div><div>II. Two years' experience in IITs/IISERs/IISc/NITs and similar Central Govt. Institutions.</div><div>III. Diploma in Computer Application / Library automation and Networking</div></div><div><b>For Promotion minimum experience</b><table><tr><td>LDE</td><td colspan="3">Min. 3 years' experience at L- 6</td></tr><tr><td>NS</td><td colspan="3">Min. 6 years' experience at L- 6</td></tr></table></div></div>				LDE	Min. 3 years' experience at L- 6			NS	Min. 6 years' experience at L- 6			
LDE	Min. 3 years' experience at L- 6													
NS	Min. 6 years' experience at L- 6													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	For Promotion: Nil												
9.	Method of Recruitment	100% on promotion <table><tr><td rowspan="2">Method of Promotion</td><td>LDE</td><td>50%</td><td colspan="2">Min. 3 years exp. at L-</td></tr><tr><td>NS</td><td>50%</td><td colspan="2">Min. 6 years exp. at L-</td></tr></table>				Method of Promotion	LDE	50%	Min. 3 years exp. at L-		NS	50%	Min. 6 years exp. at L-	
Method of Promotion	LDE	50%	Min. 3 years exp. at L-											
	NS	50%	Min. 6 years exp. at L-											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												



	Name of the Post	Junior Library Information Superintendent
1.	No. of Post(s)	4 (Four)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required	<b>Essential:</b> <ol style="list-style-type: none"> <li>A Master's Degree in Library Science/ Information Science/ Documentation Science or an equivalent professional degree.</li> <li>Two years' experience in IITs/IISERs/IISc/NITs and similar Central Govt. Institutions.</li> <li>Diploma in Computer Application / Library automation and Networking</li> </ol>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% by Direct recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

## MEDICAL

1.	Name of the Post	Chief Medical Officer		
2.	No. of Post(s)	1 (One)		
3.	Classification	Group-A		
4.	Scale of Pay	Pay Level -12 ( 78800 - 209200)		
5.	Whether Selection Post or Non-Selection Post	Selection on merit/ Non-selection		
6.	Age Limit	50 Years		
7.	Educational and other qualifications required for direct recruitment	<p><b><u>Essential:</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 have registered in a State Medical Register or Indian Medical Register. It includes completion of compulsory rotating internship, followed by at least 3 years of experience in a recognized hospital OR Post Graduate diploma in an appropriate branch of Medicine plus at least one year experience in an recognized hospital OR MD or MS in an appropriate branch of Medicine.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table border="1"><tr><td>NS</td><td>As per DACP guidelines</td></tr></table>	NS	As per DACP guidelines
NS	As per DACP guidelines			
8.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.		
9.	Period of probation if any	One Year		
10.	Method of Recruitment	Direct Recruitment /Promotion as per DACP guidelines		
11.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 11 (67700 – 208700)		
12.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.		



	Name of the Post	Senior Medical Officer		
1.	No. of Post(s)	4 (Four) (Only promotional post)		
2.	Classification	Group-A		
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)		
4.	Whether Selection Post or Non-Selection Post	Non- Selection		
5.	Age Limit	For Promotion: No age bar		
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</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 have registered in a State Medical Register or Indian Medical Register. It includes completion of compulsory rotating internship, followed by at least 3 years of experience in a recognized hospital OR Post Graduate diploma in an appropriate branch of Medicine plus at least one year experience in an recognized hospital OR MD or MS in an appropriate branch of Medicine.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>As per DACP guidelines</td></tr></table>	NS	As per DACP guidelines
NS	As per DACP guidelines			
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.		
8.	Period of probation if any	For Promotion: Nil		
9.	Method of Recruitment	100% on promotion As per DACP guidelines		
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)		
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.		

	Name of the Post	Medical Officer
1.	No. of Post(s)	4 (Four)
2.	Classification	<b>Group-A</b>
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	45 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</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 have registered in a State Medical Register or Indian Medical Register. It includes completion of compulsory rotating internship, followed by at least 3 years of experience in a recognized hospital</p> <p>OR</p> <p>Post Graduate diploma in an appropriate branch of Medicine plus at least one year experience in an recognized hospital</p> <p>OR</p> <p>MD or MS in an appropriate branch of Medicine.</p> <p><b>Desirable:</b> Post Graduate qualification, preferably MD in General Medicine</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	One year
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## STAFF NURSE

	Name of the Post	Matron								
1.	No. of Post(s)	4 (Four) (Only promotional post)								
2.	Classification	<b>Group-B</b>								
3.	Scale of Pay	Pay Level - 8 ( 47600 -151100)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non- selection both								
5.	Age Limit	<b><u>For Promotion</u></b> No age bar								
6.	Educational and other qualifications required for direct recruitment	<b><u>Essential:</u></b> Intermediate OR 10+2 OR equivalent and must have passed the examination held by Nursing Council with 10 years course in General Nursing and Mid-wifery, with 1st Division or equivalent grade, with 3 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies/reputed hospitals.  <b><u>Desirable:</u></b> Experience in any reputed hospital recognized by the Central or State Nursing Council. Those possessing degree in Nursing may be granted two advance increments in the scale of pay.  <b><u>For Promotion minimum experience</u></b> <table><tr><td>LDE</td><td></td></tr><tr><td>NS</td><td>Min. 6 years' experience at L- 6</td></tr></table>	LDE		NS	Min. 6 years' experience at L- 6				
LDE										
NS	Min. 6 years' experience at L- 6									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 6 years at L- 6</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 6 years at L- 6
Method of Promotion	LDE	0%								
	NS	100%	Min. 6 years at L- 6							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level - 6 ( 35400 - 112400)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Staff Nurse
1.	No. of Post(s)	4 (Four)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level - 6 ( 35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> Intermediate OR 10+2 OR equivalent and must have passed the examination held by Nursing Council with 3 years course in General Nursing and Mid-wifery, with 1st Division or equivalent grade, with 3 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies/reputed hospitals.</p> <p><b>Desirable:</b> Experience in any reputed hospital recognized by the Central or State Nursing Council. Those possessing degree in Nursing may be granted two advance increments in the scale of pay.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two Years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## PHARMACIST

	Name of the Post	Pharmacist											
1.	No. of Post(s)	2 (Two) (Only promotional post)											
2.	Classification	Group-B											
3.	Scale of Pay	Pay Level- 8 (47600 - 151100)											
4.	Whether Selection Post or Non-Selection Post	Non- Selection											
5.	Age Limit	For Promotion: No age bar											
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b></p> <p>i. Bachelor's Degree/Diploma in Pharmacy granted by an institution of the Central/State Govt. or an Institution recognized by Central or State Government and passed in 1st class.</p> <p>ii. Should be registered as "Pharmacist" under the Pharmacy Act, 1948.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 6 years' experience at L- 6</td></tr></table>	NS	Min. 6 years' experience at L- 6									
NS	Min. 6 years' experience at L- 6												
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.											
8.	Period of probation if any	For Promotion: Nil											
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td rowspan="2">Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td>NS</td><td>100%</td><td>Min. 6 years at L- 6</td></tr></table>	100% on promotion				Method of Promotion	LDE	0%		NS	100%	Min. 6 years at L- 6
100% on promotion													
Method of Promotion	LDE	0%											
	NS	100%	Min. 6 years at L- 6										
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 6 (35400 - 112400)											
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.											

	Name of the Post	Pharmacist								
1.	No. of Post(s)	2 (Two) (Only promotional post)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level- 6 (35400 - 112400)								
4.	Whether Selection Post or Non-Selection Post	Non- Selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b></p> <p>i. Bachelor's Degree/Diploma in Pharmacy granted by an institution of the Central/State Govt. or an Institution recognized by Central or State Government and passed in 1st class.</p> <p>ii. Should be registered as "Pharmacist" under the Pharmacy Act, 1948.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 6 years' experience at L- 5</td></tr></table>	NS	Min. 6 years' experience at L- 5						
NS	Min. 6 years' experience at L- 5									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 6 years at L- 5</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 6 years at L- 5
Method of Promotion	LDE	0%								
	NS	100%	Min. 6 years at L- 5							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 5 (29200 - 92300)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								





	Name of the Post	Junior Pharmacist												
1.	No. of Post(s)	2 (Two) (Only promotional post)												
2.	Classification	Group-C												
3.	Scale of Pay	Pay Level – 5 (29200 -92300)												
4.	Whether Selection Post or Non-Selection Post	Non-selection												
5.	Age Limit	For Promotion: No age bar												
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b></p> <p>i. Bachelor's Degree/Diploma in Pharmacy granted by an institution of the Central/State Govt. or an Institution recognized by Central or State Government and passed in 1st class.</p> <p>ii. Should be registered as "Pharmacist" under the Pharmacy Act, 1948.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 4</td></tr></table>	NS	Min. 5 years' experience at L- 4										
NS	Min. 5 years' experience at L- 4													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	For Promotion: Nil												
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years at L- 4</td></tr></table>	100% on promotion				Method of Promotion	LDE	0%			NS	100%	Min. 5 years at L- 4
100% on promotion														
Method of Promotion	LDE	0%												
	NS	100%	Min. 5 years at L- 4											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 4 (25500 -81100)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												

	Name of the Post	Junior Pharmacist
1.	No. of Post(s)	2 (Two)
2.	Classification	<b>Group-C</b>
3.	Scale of Pay	Pay Level – 4 (25500-81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	32 years
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>i. Bachelor's Degree/Diploma in Pharmacy granted by an institution of the Central/State Govt. or an Institution recognized by Central or State Government and passed in 1st class.</li> <li>ii. Should be registered as "Pharmacist" under the Pharmacy Act, 1948.</li> <li>iii. 2 years relevant experience in Govt./Semi Govt./Central Autonomous Bodies.</li> </ul> <p><b>Desirable:</b> Experience in health center/hospital of any reputed Engineering/Technical Institute of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. institutions or public sector units.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two Years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Nutritionist								
1	No. of Post(s)	1 (One) (Only promotional post)								
2	Classification	Group-B								
3	Scale of Pay	Pay Level- 8 (47600 - 151100)								
4	Whether Selection Post or Non-Selection Post	Non- Selection								
5	Age Limit	For Promotion: No age bar								
6	Educational and other qualifications required for direct recruitment	<p><b>Essential :-</b> First Class Bachelor's Degree in Nutrition and Dietetics from a recognised University /Institute and the Candidate should possess three years of relevant experience in Govt./ Semi Govt./Central Autonomous Bodies.</p> <p><b>Desirable Criteria :-</b> M.Sc in Nutrition</p> <p><b><u>For Promotion minimum experience</u></b></p> <table><tr><td>NS</td><td>Min. 6 years' experience at L- 6</td></tr></table>	NS	Min. 6 years' experience at L- 6						
NS	Min. 6 years' experience at L- 6									
7	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8	Period of probation if any	For Promotion: Nil								
9	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 6 years at L- 6</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 6 years at L- 6
Method of Promotion	LDE	0%								
	NS	100%	Min. 6 years at L- 6							
10	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 6 (35400 - 112400)								
11	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Nutritionist
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level – 6 (35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required for direct recruitment	<b>Essential :-</b> First Class Bachelor's Degree in Nutrition and Dietetics from a recognised University /Institute and the Candidate should possess three years of relevant experience in Govt./ Semi Govt./Central Autonomous Bodies.  <b>Desirable Criteria :-</b> M.Sc in Nutrition
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two Years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Physiotherapist								
1	No. of Post(s)	1 (One) (Only promotional post)								
2	Classification	Group-B								
3	Scale of Pay	Pay Level- 8 (47600 - 151100)								
4	Whether Selection Post or Non-Selection Post	Non- Selection								
5	Age Limit	For Promotion: No age bar								
6	Educational and other qualifications required for direct recruitment	<p><b>Essential:-</b> A- First Class Bachelor's Degree In Physiotherapy, and B. at least Three years of experience as Physiotherapist in Govt./ Semi Govt./Central Autonomous Bodies. Or First Class Master Degree in Physiotherapy and at least 1 year of experience in Govt./ Semi Govt./Central Autonomous Bodies.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 6 years' experience at L- 6</td></tr></table>	NS	Min. 6 years' experience at L- 6						
NS	Min. 6 years' experience at L- 6									
7	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8	Period of probation if any	For Promotion: Nil								
9	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 6 years at L- 6</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 6 years at L- 6
Method of Promotion	LDE	0%								
	NS	100%	Min. 6 years at L- 6							
10	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 6 (35400 - 112400)								
11	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Physiotherapist
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-B</b>
3.	Scale of Pay	Pay Level – 6 (35400 - 112400)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	35 years
6.	Educational and other qualifications required for direct recruitment	<b>Essential:-</b> First Class Bachelor's Degree In Physiotherapy, and B. at least Three years of experience as Physiotherapist in Govt./ Semi Govt./Central Autonomous Bodies. <b>OR</b> First Class Master Degree in Physiotherapy and at least 1 year of experience in Govt./ Semi Govt./Central Autonomous Bodies.
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two Years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



	Name of the Post	Pathologist								
1	No. of Post(s)	1 (One) (Only promotional post)								
2	Classification	Group-B								
3	Scale of Pay	Pay Level- 8 (47600 - 151100)								
4	Whether Selection Post or Non-Selection Post	Non- Selection								
5	Age Limit	For Promotion: No age bar								
6	Educational and other qualifications required for direct recruitment	<p><b>Essential:-</b> First Class Bachelor's Degree in Science from a recognised University /Institute and the Candidate should possess First Class Diploma in medical laboratory technology from a recognised Institute</p> <p style="text-align: center;"><b>OR</b></p> <p>First Class Bachelor of Medical laboratory Technology from a recognised Institute.</p> <p><b><u>For Promotion minimum experience</u></b></p> <table border="1"><tr><td>NS</td><td>Min. 6 years' experience at L- 6</td></tr></table>	NS	Min. 6 years' experience at L- 6						
NS	Min. 6 years' experience at L- 6									
7	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8	Period of probation if any	For Promotion: Nil								
9	Method of Recruitment	<p>100% on promotion</p> <table border="1"><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 6 years at L- 6</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 6 years at L- 6
Method of Promotion	LDE	0%								
	NS	100%	Min. 6 years at L- 6							
10	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 6 (35400 - 112400)								
11	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Pathologist								
1.	No. of Post(s)	1 (One) (Only promotional post)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level – 6 (35400 - 112400)								
4.	Whether Selection Post or Non-Selection Post	Non- Selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required for direct recruitment	Essential:- First Class Bachelor's Degree in Science from a recognised University /Institute and the Candidate should possess First Class Diploma in medical laboratory technology from a recognised Institute. OR First Class Bachelor of Medical laboratory Technology from a recognised Institute.								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 6 years at L- 5</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 6 years at L- 5
Method of Promotion	LDE	0%								
	NS	100%	Min. 6 years at L- 5							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 5 (29200 - 92300)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								





	Name of the Post	Junior Pathologist								
1.	No. of Post(s)	1 (One) (Only promotional post)								
2.	Classification	Group-C								
3.	Scale of Pay	Pay Level – 5 (29200 - 92300)								
4.	Whether Selection Post or Non-Selection Post	Non- Selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required for direct recruitment	<b>Essential:-</b> First Class Bachelor's Degree in Science from a recognised University /Institute and the Candidate should possess First Class Diploma in medical laboratory technology from a recognised Institute. Or First Class Bachelor of Medical laboratory Technology from a recognised Institute.								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	100% on promotion <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years at L- 4</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 5 years at L- 4
Method of Promotion	LDE	0%								
	NS	100%	Min. 5 years at L- 4							
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 4 (25500 -81100)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Junior Pathologist
1.	No. of Post(s)	1 (One)
2.	Classification	<b>Group-C</b>
3.	Scale of Pay	Pay Level – 4 (25500-81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	32 years
6.	Educational and other qualifications required for direct recruitment	<b>Essential:-</b> First Class Bachelor's Degree in Science from a recognised University /Institute and the Candidate should possess First Class Diploma in medical laboratory technology from a recognised Institute with 3 (three) years of relevant experience in Govt./ Semi Govt./central autonomous Bodies. <b>Or</b> First Class Bachelor of Medical laboratory Technology from a recognised Institute with 3 (three) years of relevant experience in Govt./ Semi Govt./Central Autonomous Bodies
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two Years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.



## TECHNICAL CADRE

	Name of the Post	Senior Technical Officer												
1.	No. of Post(s)	2 (Two)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level -12 ( 78800 - 209200)												
4.	Whether Selection Post or Non-Selection Post	Selection on merit /Non selection												
5.	Age Limit	<b>For Direct Recruitment</b> ;50 years <b>For Promotion/Deputation/Absorption</b> ;No age bar												
6.	Educational and other qualifications required for direct recruitment	<b>Essential:</b> M.Sc. with 55% marks in Physics/Chemistry/Geology & Geo-Physics/Bio-Sciences with 8 years relevant experience in Government/Semi government/ Central Autonomous body OR B.Tech./B.E. or equivalent in Civil / Mechanical / Metallurgical & Materials / Electrical / Electronics & Communication / Computer Sciences & Engineering with 2 years relevant experience in Government/Semi government/ Central Autonomous body OR Bachelor's Degree (10+2+3 Pattern) in Sciences with Physics/Chemistry/Geology & Geo-Physics/Bio-Sciences/Biotech/ Environmental/ Manufacturing/ Production/ Metallurgy/ Instrumentation with 04 years relevant experience in Government/Semi government/Central Autonomous body , OR MCA with 02 years experiences in Government/Semi government/ Central Autonomous body, OR Diploma in Engineering in Civil / Mechanical / Metallurgical & Material Electrical / Electronics & Communication / Computer Sciences & Engineering from reputed Engineering/Technical Institutions/ Industry with 8 years' relevant experience in Government/Semi government/ Central Autonomous body.  <b>For Promotion minimum experience</b> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 11</td></tr></table>	NS	Min. 5 years' experience at L- 11										
NS	Min. 5 years' experience at L- 11													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	For Promotion: Nil : For Direct Recruitment : One year												
9.	Method of Recruitment	<table><tr><td colspan="4">I. Direct Recruitment (0-100%)</td></tr><tr><td colspan="4">II. Promotion (100-0%)</td></tr><tr><td>Method of Promotion</td><td>NS</td><td>100%</td><td>Min. 5 years at L- 11</td></tr></table>	I. Direct Recruitment (0-100%)				II. Promotion (100-0%)				Method of Promotion	NS	100%	Min. 5 years at L- 11
I. Direct Recruitment (0-100%)														
II. Promotion (100-0%)														
Method of Promotion	NS	100%	Min. 5 years at L- 11											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 11 (67700 – 208700)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												

	Name of the Post	Technical Officer												
1.	No. of Post(s)	8 (Eight) (Only promotional post)												
2.	Classification	Group-A												
3.	Scale of Pay	Pay Level – 11 (67700 – 208700)												
4.	Whether Selection Post or Non-Selection Post	Non- Selection												
5.	Age Limit	For Promotion: No age bar												
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> M.Sc. with 55% marks in Physics/Chemistry/Geology &amp; Geo-Physics/Bio-Sciences with 8 years relevant experience in Government/Semi government/ Central Autonomous body OR B.Tech./B.E. or equivalent in Civil / Mechanical / Metallurgical &amp; Materials / Electrical / Electronics &amp; Communication / Computer Sciences &amp; Engineering with 2 years relevant experience in Government/Semi government/ Central Autonomous body OR Bachelor's Degree (10+2+3 Pattern) in Sciences with Physics/Chemistry/Geology &amp; Geo-Physics/Bio-Sciences/Biotech/ Environmental/ Manufacturing/ Production/ Metallurgy/ Instrumentation with 04 years relevant experience in Government/Semi government/Central Autonomous body , OR MCA with 02 year experiences in Government/Semi government/ Central Autonomous body, OR Diploma in Engineering in Civil / Mechanical / Metallurgical &amp; Material Electrical / Electronics &amp; Communication / Computer Sciences &amp; Engineering from reputed Engineering/Technical Institutions/ Industry with 8 years' relevant experience in Government/Semi government/ Central Autonomous body.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 10</td></tr></table>	NS	Min. 5 years' experience at L- 10										
NS	Min. 5 years' experience at L- 10													
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.												
8.	Period of probation if any	For Promotion: Nil												
9.	Method of Recruitment	<table><tr><td colspan="4">100% on promotion</td></tr><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 5 years exp. at L- 10</td></tr></table>	100% on promotion				Method of Promotion	LDE	0%			NS	100%	Min. 5 years exp. at L- 10
100% on promotion														
Method of Promotion	LDE	0%												
	NS	100%	Min. 5 years exp. at L- 10											
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 10 ( 56100 – 177500)												
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.												



	Name of the Post	Assistant Technical Officer								
1.	No. of Post(s)	8 (Eight)								
2.	Classification	Group-A								
3.	Scale of Pay	Pay Level – 10 ( 56100 – 177500)								
4.	Whether Selection Post or Non-Selection Post	Selection on merit and Non-Selection								
5.	Age Limit	45 years								
6.	Educational and other qualifications required for direct recruitment	<p><b>Essential:</b> M.Sc. with 55% marks in Physics/Chemistry/Geology &amp; Geo-Physics/Bio-Sciences with 5 years relevant experience in Government/Semi government/ Central Autonomous body OR B.Tech./B.E. or equivalent in Civil / Mechanical / Metallurgical &amp; Materials / Electrical / Electronics &amp; Communication / Computer Sciences &amp; Engineering with 2 years relevant experience in Government/Semi government/ Central Autonomous body OR Bachelor's Degree (10+2+3 Pattern) in Sciences with Physics/Chemistry/Geology &amp; Geo-Physics/Bio-Sciences/Biotech/ Environmental/ Manufacturing/ Production/ Metallurgy/ Instrumentation with 04 years relevant experience in Government/Semi government/Central Autonomous body , OR MCA with 02 years experiences in Government/Semi government/ Central Autonomous body, OR Diploma in Engineering in Civil / Mechanical / Metallurgical &amp; Material Electrical / Electronics &amp; Communication / Computer Sciences &amp; Engineering from reputed Engineering/Technical Institutions/ Industry with 8 years' relevant experience in Government/Semi government/ Central Autonomous body.</p> <p><b>Desirable:</b> Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td></td></tr><tr><td>NS</td><td>Min. 2 years' experience at L- 8</td></tr></table>	LDE		NS	Min. 2 years' experience at L- 8				
LDE										
NS	Min. 2 years' experience at L- 8									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	a) For Direct Recruitment: One year b) For Promotion: One Year								
9.	Method of Recruitment	I. Direct Recruitment (50%) II.Promotion (50%) <table><tr><td>Method of Promotion</td><td>LDE</td><td>0%</td><td></td></tr><tr><td></td><td>NS</td><td>100%</td><td>Min. 2 years at L- 8</td></tr></table>	Method of Promotion	LDE	0%			NS	100%	Min. 2 years at L- 8
Method of Promotion	LDE	0%								
	NS	100%	Min. 2 years at L- 8							
10.	In case of Promotion/ Deputation/ absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Technical Superintendent								
1.	No. of Post(s)	37 (Thirty Seven) (Only promotional post)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level -8 (47600 - 151100)								
4.	Whether Selection Post or Non-Selection Post	Non-selection								
5.	Age Limit	For Promotion: No age bar								
6.	Educational and other qualifications required	<p><b>Essential:</b> M.Sc. with 55% marks in Physics/Chemistry/Geology &amp; Geo-Physics/Bio-Sciences with 2 years relevant experience in Government/Semi government/ Central Autonomous body OR B.Tech./B.E. or equivalent in Civil / Mechanical / Metallurgical &amp; Materials / Electrical / Electronics &amp; Communication / Computer Sciences &amp; Engineering with 2 years relevant experience in Government/Semi government/ Central Autonomous body OR Bachelor's Degree (10+2+3 Pattern) in Sciences with Physics/Chemistry/Geology &amp; Geo-Physics/Bio-Sciences/Biotech/ Environmental/ Manufacturing/ Production/ Metallurgy/ Instrumentation with 04 years relevant experience in Government/Semi government/Central Autonomous body , OR MCA with 02 year experiences in Government/Semi government/ Central Autonomous body, OR Diploma in Engineering in Civil / Mechanical / Metallurgical &amp; Material Electrical / Electronics &amp; Communication / Computer Sciences &amp; Engineering from reputed Engineering/Technical Institutions/ Industry with 4 years' relevant experience in Government/Semi government/ Central Autonomous body.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>LDE</td><td>50%</td><td>Min. 3 years at L- 6</td></tr><tr><td>NS</td><td>50%</td><td>Min. 6 years at L- 6</td></tr></table>	LDE	50%	Min. 3 years at L- 6	NS	50%	Min. 6 years at L- 6		
LDE	50%	Min. 3 years at L- 6								
NS	50%	Min. 6 years at L- 6								
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Promotion: Nil								
9.	Method of Recruitment	<p>100% on promotion</p> <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years at L- 6</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years at L- 6</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years at L- 6		NS	50%	Min. 6 years at L- 6
Method of Promotion	LDE	50%	Min. 3 years at L- 6							
	NS	50%	Min. 6 years at L- 6							
10	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level -6 (35400 - 112400)								
11	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								



	Name of the Post	Junior Technical Superintendent								
1.	No. of Post(s)	37 (Thirty Seven)								
2.	Classification	Group-B								
3.	Scale of Pay	Pay Level -6 (35400 - 112400)								
4.	Whether Selection Post or Non-Selection Post	Non-selection and selection on merit								
5.	Age Limit	<b>For Direct Recruitment :</b> 35 years <b>For Promotion/ Deputation/ Absorption :</b> No age bar								
6.	Educational and other qualifications required	<b>Essential:</b> M.Sc. with 55% marks in Physics/Chemistry/Geology & Geo-Physics/Bio-Sciences with 2 years relevant experience in Government/Semi government/ Central Autonomous body OR B.Tech./B.E. or equivalent in Civil / Mechanical / Metallurgical & Materials / Electrical / Electronics & Communication / Computer Sciences & Engineering with 2 years relevant experience in Government/Semi government/ Central Autonomous body OR Bachelor's Degree (10+2+3 Pattern) in Sciences with Physics/Chemistry/Geology & Geo-Physics/Bio-Sciences/Biotech/ Environmental/ Manufacturing/ Production/ Metallurgy/ Instrumentation with 04 years relevant experience in Government/Semi government/Central Autonomous body , OR MCA with 02 year experiences in Government/Semi government/ Central Autonomous body, OR Diploma in Engineering in Civil / Mechanical / Metallurgical & Material Electrical / Electronics & Communication / Computer Sciences & Engineering from reputed Engineering/Technical Institutions/ Industry with 4 years' relevant experience in Government/Semi government/ Central Autonomous body. <b>Desirable:</b> Experience in laboratories of reputed Engineering/Technical Institutes of National Importance like IITs/IISERs/IISc./NITs and similar Central Govt. Institution and working knowledge in Computer Application, electronic instruments, repairing and maintenance of sophisticated instruments. <b>For Promotion minimum experience</b> <table><tr><td>LDE</td><td>Min. 3 years' experience at L- 5</td></tr><tr><td>NS</td><td>Min. 6 years' experience at L- 5</td></tr></table>	LDE	Min. 3 years' experience at L- 5	NS	Min. 6 years' experience at L- 5				
LDE	Min. 3 years' experience at L- 5									
NS	Min. 6 years' experience at L- 5									
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.								
8.	Period of probation if any	For Direct Recruitment :Two years, For Promotion: One Year								
9.	Method of Recruitment	I.Direct Recruitment (50%) II.Promotion (50%) <table><tr><td>Method of Promotion</td><td>LDE</td><td>50%</td><td>Min. 3 years at L- 5</td></tr><tr><td></td><td>NS</td><td>50%</td><td>Min. 6 years at L- 5</td></tr></table>	Method of Promotion	LDE	50%	Min. 3 years at L- 5		NS	50%	Min. 6 years at L- 5
Method of Promotion	LDE	50%	Min. 3 years at L- 5							
	NS	50%	Min. 6 years at L- 5							
10.	In case of Promotion/Deputation /absorption, grades from which Promotion/Deputation/ absorption to be made	Pay Level -5 (29200 - 92300)								
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.								

	Name of the Post	Technician			
1.	No. of Post(s)	35 (Thirty Five) (Only promotional post)			
2.	Classification	Group-C			
3.	Scale of Pay	Pay Level- 5 (29200 - 92300)			
4.	Whether Selection Post or Non-Selection Post	Non- Selection			
5.	Age Limit	For Promotion: No age bar			
6.	Educational and other qualifications required	<p><b>Essential:</b> B.E., B.Tech. in the field of Civil/Electrical/ Mechanical/Electronic/ Computer Sciences &amp; Engineering. <b>OR</b> 3 (Three) years Diploma in Civil/ Electrical/ Mechanical/Electronics/ Computer Sciences and Engineering in the field of Civil/ Mechanical/Electrical/Electronics &amp; Communication/ Computer Sciences &amp; Engineering / IT / Metallurgy &amp; Materials / Chemical with 3 years relevant experience in Government/Semi government/ Central Autonomous body</p> <p><b>OR</b> ITI in 1<sup>st</sup> division or its equivalent mark from any reputed Engineering/Technical Institute with 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. Knowledge of Computer Application, Wiremen License/ Permit issued by Chief Instructor/Competent authority of respective states is essential for candidate with electrical specialization.</p> <p><b>For Promotion minimum experience</b></p> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 4</td></tr></table>	NS	Min. 5 years' experience at L- 4	
NS	Min. 5 years' experience at L- 4				
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.			
8.	Period of probation if any	Nil			
9.	Method of Recruitment	100% on promotion <table><tr><td>NS</td><td>50%</td><td>Min. 5 years exp. at L- 4</td></tr></table>	NS	50%	Min. 5 years exp. at L- 4
NS	50%	Min. 5 years exp. at L- 4			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level- 4 (25500 - 81100)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			



	Name of the Post	Junior Technician
1.	No. of Post(s)	35 (Thirty Five)
2.	Classification	<b>Group-C</b>
3.	Scale of Pay	Pay Level- 4 (25500 - 81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	<b>Direct Recruitment</b>
6.	Educational and other qualifications required	<p><b>Essential:</b> B.E., B.Tech. in the field of Civil/Electrical/ Mechanical/Electronic/ Computer Sciences &amp; Engineering. <b>OR</b> 3 (Three) years Diploma in Civil/ Electrical/ Mechanical/Electronics/ Computer Sciences and Engineering in the field of Civil/ Mechanical/Electrical/Electronics &amp; Communication/ Computer Sciences &amp; Engineering / IT / Metallurgy &amp; Materials / Chemical with 3 years relevant experience in Government/Semi government/ Central Autonomous body</p> <p><b>OR</b></p> <p>ITI in 1<sup>st</sup> division or its equivalent mark from any reputed Engineering/Technical Institute with 5 years of relevant experience in Govt./Semi Govt./ Central autonomous bodies /reputed industry. Knowledge of Computer Application, Wiremen License/ Permit issued by Chief Instructor/Competent authority of respective states is essential for candidate with electrical specialization.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Direct Recruitment : Two years
9.	Method of Recruitment	100% by Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.

	Name of the Post	Lab Assistant			
1.	No. of Post(s)	10 (Ten) (Only promotional post)			
2.	Classification	<b>Group-C</b>			
3.	Scale of Pay	Pay Level – 5 (29200 – 92300)			
4.	Whether Selection Post or Non-Selection Post	Non-selection			
5.	Age Limit	<b><u>For Promotion :</u></b> No age bar			
6.	Educational and other qualifications required	<b><u>Essential:</u></b> Bachelor's Degree (10+2+3 years pattern) in Science with Physics/Chemistry /Geology & Geo physics/ Bio Sciences/ Computer Sciences/ Geology with 2 years relevant experience in Government/Semi government/ Central Autonomous body. Good knowledge of Computer Application.  <b><u>For Promotion minimum experience</u></b> <table><tr><td>NS</td><td>Min. 5 years' experience at L- 4</td></tr></table>	NS	Min. 5 years' experience at L- 4	
NS	Min. 5 years' experience at L- 4				
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.			
8.	Period of probation if any	Nil			
9.	Method of Recruitment	100% on promotion <table><tr><td>NS</td><td>50%</td><td>Min. 5 years exp. at L- 4</td></tr></table>	NS	50%	Min. 5 years exp. at L- 4
NS	50%	Min. 5 years exp. at L- 4			
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Pay Level – 4 (25500 - 81100)			
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.			



	Name of the Post	Junior Lab Assistant
1.	No. of Post(s)	10 (Ten)
2.	Classification	<b>Group-C</b>
3.	Scale of Pay	Pay Level- 4 (25500 - 81100)
4.	Whether Selection Post or Non-Selection Post	Selection on merit
5.	Age Limit	32 years
6.	Educational and other qualifications required	<p><b>Essential:</b> Bachelor's Degree (10+2+3 years pattern) in Science with Physics/Chemistry /Geology &amp; Geo physics/ Bio Sciences/ Computer Sciences/ Geology with 2 years relevant experience in Government/Semi government/ Central Autonomous body. Good knowledge of Computer Application.</p> <p><b>Desirable:</b> Experience in laboratories of any reputed Engineering/Technical Institute of National Importance like IITs/IISERs/IISc/NITs and similar Central Govt. Institution experiences and knowledge in computer application and handling analytical equipment's/mechanical testing/ Metallography/ casting, welding and machining etc.</p>
7.	Whether age and educational qualification prescribed for direct recruitment will apply in the case of Promotion	As per the Recruitment & Promotion Policy of the Institute.
8.	Period of probation if any	Two years
9.	Method of Recruitment	100% Direct Recruitment
10.	In case of Promotion/ Deputation/absorption, grades from which Promotion/Deputation/absorption to be made	Not applicable
11.	Composition of Selection Committee/DPC	As per the Statutes & Section-I of the RPP of the Institute.