



ପ୍ରତ୍ୟୁଷ PRATYUSH

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A Unit of Multi-Services Organisation

Regd. Office : A/62, Krishna Garden Complex, Phase-II, Jagamara, Bhubaneswar - 751030

GSTIN : 21AAAAP8664J1ZE

PSARA : 623/2021, Dt. : 26.11.2021

PAN : AAAAP8664J

Ref...PRA/507/26-27

Date...13.08.2026

ADVERTISEMENT No. PRA/507/26-27, Dated- 13/08/2026

Recruitment of Outsourced Position

Applications in the prescribed format along with required documents are invited from interested Candidates for the post of “**MTSO (TECHNICAL) THROUGH OUTSOURCED BASIS**”. These positions are purely temporary in nature, appearance in the interview or selection thereafter doesn't entitle for any claim whatsoever for permanency at the establishment of IIT Bhubaneswar. Detailed vacancies for the position are given below:

Sl. No.	Name of the Post	Number of vacancies
01	MTSO (TECHNICAL)	01

Eligibility Criteria

Sl. No.	Position and Salary	Educational Qualification / Experience / Job Requirement
01	MTSO (TECHNICAL) Salary; Rs. 25,500 per month (Consolidated) Age Limit up to 32 years as on 11.08.2026	<u>Educational Qualification and Experience</u> (a) B.Tech in Computer Science or an equivalent qualifying degree from a recognized University/Institute, with at least 01 year of experience in managing laboratories in any educational institution, university, college, or office (Government/Private), including handling administrative and laboratory-related responsibilities.

JOB DESCRIPTION

- Assisting in Language Laboratory courses (HS1L011, HS1L001, HS2L019).
- Maintaining lab equipment and ensuring the lab remains a productive environment.
- Enforcing lab rules and maintaining a safe, clean, and organized lab environment.
- Maintaining accurate records of IT inventory, system usage, maintenance, and repairs.
- Providing basic IT support during examinations, online assessments, smart classes, and school events.

These responsibilities ensure that the computer lab operates efficiently and that students and staff have a safe and productive learning environment.

Place of Position	SCHOOL OF HUMANITIES, SOCIAL SCIENCES & MANAGEMENT
Duration	The initial appointment shall be for a period of 01 (One) year . The appointment may be extended further, subject to satisfactory performance and the requirements of the organization .
Duty Hours	Working Hours: Normally, six (06) working days per week, with eight (08) hours of work per day . However, depending on institutional requirements, the incumbent may be required to work beyond the prescribed working hours, as and when necessary.
Selection Process	Skill Test and/or Interview to assess the candidate's computer proficiency and English language proficiency .

General Information

1. Candidates fulfilling the prescribed eligibility criteria may submit their **duly filled-in application in the prescribed format**, along with **scanned copies of the original educational qualification and experience certificates**, in **PDF format**, to pratyush.iit.bhubaneswar@gmail.com on or before **16.08.2026 by 5:00 PM**.
2. Experience claimed by the candidate shall **not be considered in the absence of a valid experience certificate**. Applications received **after the prescribed deadline**, without the required documents, or not conforming to the requirements specified in the advertisement, shall be **liable to be rejected**.
3. There is no need to send hard copy of the application.

4. The shortlisted candidates will be **intimated via email** or telephone regarding the **date, time, and details of the interview and skill test**.
5. Mere fulfillment of the prescribed eligibility criteria **does not confer any right upon a candidate to be called for the interview/interaction**. In the event of receiving a large number of applications, the Institute reserves the right to adopt or prescribe **appropriate shortlisting criteria** for determining the candidates to be called for the selection process.
6. The decision of the Institute in all matters relating to the **recruitment and selection process** pursuant to this advertisement shall be **final and binding**. No correspondence or representation from candidates regarding the selection process or interview/interaction shall be entertained.
7. **Canvassing in any form or manner shall result in disqualification of the candidature.**
8. **No interim enquiries or correspondence regarding the status of the selection process will be entertained.**
9. The **number of positions may be increased or decreased** depending upon the requirements of the Institute. The Institute reserves the right to **not fill up any of the advertised positions**, if deemed necessary.
10. In case of **exceptionally meritorious candidates**, the Institute may, at its discretion, consider **higher remuneration and/or relaxation in the prescribed age limit**, subject to applicable rules and approval of the competent authority.
11. This is an outsourced position. The appointment and payment will be made through the Institute's outsourced agency.
12. Any dispute arising out of or in connection with the **selection/recruitment process** shall be subject to the **jurisdiction of the Courts/Tribunals located in Bhubaneswar**.
13. The **shortlisted candidates** will be intimated regarding the Selection test and/or Interview via email/telephonic call.


Director
PRATYUSH
Bhubaneswar (Odisha)

APPLICATION FORM

Advt.No.	PRA/507/26-27 Dated-13/08/2026
Post applied for	

Photograph

1.	Name in full(in capital letters)	
2.	Father'sName	
3.	Marital Status/Gender	
4.	a.Permanent address	b.Address for correspondence
5.	Mobile No (Mandatory)	
6.	Emai id (Mandatory)	
7.	Date of birth (please enclosed attested copy of certificate)	
8.	Are you a citizen of India? (If no, please provide details).	
9.	Aadhaar No.	
10.	Category (GEN/ST/ SC/OBC/PH/ES) (please enclosed attestedcopy of certificate)	
11.	If you are employed, please state the Name of your employer, your present basic pay & scale of pay/Pay Band & Grade Pay/Gross Salary	

12. Details of educational qualifications: Please give particulars of all examinations passed and degrees obtained commencing with the High School Leaving (10thstandard / Matriculation) Examination. Please attach true copies of certificates and mark sheets duly attested.

Sl. No.	Examination/ Degree/Diploma passed	Name of the Board/ University/ Institution	Subjects (Please mention field of specialization , honors, etc.,where applicable	%of marks	Distinction/ Class/ Division	Year of Passing

13.Details of employments: Please give particulars of your present and past employments in chronological order,starting with the present one

Sl. No.	Organization / Institute	Position held	Date of joining	Date of leaving	Last/Present Basic pay	Nature of Job

I hereby declare that I have carefully read and understood the instructions and particulars supplied to me and that all the entries in this form are true to the best of my knowledge and belief.

Date:

Place:

Signature of the Candidate