

भारतीय प्रौद्योगिकी संस्थान रोपड़ INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Advt. No. 02/2023

Indian Institute of Technology Ropar, an institute of national importance, is in the search of suitable Indian nationals for appointment to following non-teaching posts on Direct Recruitment basis in the pay level (as per 7th CPC) indicated against each:

S.No.	Name of the Post	Pay Level as per 7th	No. of Vacancies						
		CPC	UR	PwD	SC	ST	OBC	EWS	Total
1.	Senior Technical Officer (IT)	Pay Level- 12 (Rs. 78800-209200)	01	-	-	-	-	-	01
2.	Technical Officer	Pay Level- 10 (Rs.56100-177500)	01	01	-	-	-	-	02
3.	Junior Technical Superintendent	Pay Level6 (Rs.35400-112400)	03	01	-	01	01	01	07
4.	Senior Lab Assistant	Pay Level-05 (Rs.29200-92300)	01	-	-	-	-	-	01
5.	Junior Lab Assistant	Pay Level-03 (Rs.21700-69100)	09	01	03	-	05	03	21*

* 01 post is reserved for the candidates belonging to Ex-Servicemen (ESM) Category

Last date of submission of online applications is 26/05/2023 upto 12:00 Midnight. For details regarding educational qualification, experience and general conditions, please visit the institute website http://www.iitrpr.ac.in/staff-positions.

REGISTRAR



भारतीय प्रौद्योगिकी संस्थान रोपड़ INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Advt. No. 02/2023

Applications are invited from the eligible candidates for the following non-teaching posts on Direct Recruitment basis in the Pay Level indicated against each:-

Code No.	Name of post	Pay Level as per 7 th CPC	No. of Posts/ Category	Group	Requisite qualifications/experience(s)
1.	Senior Technical Officer (IT)	Pay Level- 12 (Rs. 78800- 209200)	01-UR	Ϋ́Α'	 Essential M.Tech Degree in Computer Science / Information Technology or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 06 years relevant experience in the Level-11 as per 7th CPC or equivalent. OR Master Degree in Computer Science/IT, Computer applications or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 10 years relevant experience in Level-11 as per 7th CPC or equivalent. OR Bachelors Degree (four years) in Computer Science / Information Technology Engineering or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 13 years relevant experience in Level-11 as per 7th CPC or equivalent. Desirable 1. Ph.D in Computer Science/Information Technology from a recognized University/Institute with three years relevant experience in the Pay Level-11 as per 7th CPC or equivalent. 2. Experience in ERP System development, support & Maintenance in Java Technology or Development of systems using Ingres/ Postgres database and a sound knowledge of understanding of administrative and academic processes like HR, Purchase, Research & Development and have a good hands on experience in implementation and support of developed modules and also possess a sound knowledge in Linux, SVN and Database etc. 3. Extensive real-world experience building medium to large scale enterprise architecture solutions, including security concerns, high-availability methods, multiple platforms, hardware considerations, network design, monitoring solutions, virtualization, performance, capacity planning, and information management practices etc. 4. Experience of technical leadership within mid to large-size projects. 5. Understanding and knowledge of software development life cycle methodologies (such as waterfall, spiral, agile software development
2.	Technical Officer	Pay Level- 10 (Rs. 56100- 177500)	01-UR, 01-PwD [D & HH- Deaf & Hard of Hearing]	ʻA'	1. <u>CENTRAL RESEARCH FACILITIES:</u> <u>UR-01</u> M. Tech Degree in Metallurgical & Materials / Instrumentation or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 02 years relevant experience of working on highly sophisticated instruments. <u>OR</u> Master Degree in Science (Physics/Chemistry/Instrumentation) or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 04 years relevant experience of working on highly sophisticated instrument.

					OR Bachelors Degree (four years) in Metallurgical & Materials/ Mechanical /Instrumentation or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 05 years relevant experience of working on highly sophisticated instrument.
					ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
					Desirable Experience:
					 i) Ph.D in relevant field. ii) Above required experience in Pay Level-7/8 as per 7th CPC iii) Experience of working in highly sophisticated instrument lab of Govt. funded University/Institute. iv) Minimum 1 year combined hands on experience in operating one or more of the following instruments: XPS/FESEM/HRTEM/Confocal Microscope/AFM/Lithography /Sputtering System/Oxidation and Diffusion Furnaces etc. v) Experience in developing Class clean labs for device fabrication.
					Age Limit: Preferably below 40 years
					2. <u>CENTRAL WORKSHOP:-</u> 01-PWD [D & HH- DEAF & HARD OF HEARING)
					Essential: M. Tech Degree in Mechanical/ Manufacturing/ Production Engineering or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 02 years relevant experience. OR
					B.Tech in Mechanical/ Manufacturing/ Production Engineering or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 05 years relevant experience.
					 Desirable: Above required experience in Pay Level-7/8 as per 7th CPC Experience in operation, repair and maintenance of general purpose and CNC machine tools. Proficiency in the use of a variety of computer office applications, CAD-CAM software, Engineering and Machine drawing and CNC
					 programming. iv) Above required experience in academic workshop/ tool room/ relevant factory.
					 v) Training/assisting of UG/PG students in their projects and lab courses in various sections of workshop vi) Handling laboratory procedures like maintenance of files, stock register etc.
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3.	Junior	Pay Level-	UR-03,	'B'	Age Limit: Preferably below 40 years 1. DEPARTMENT OF MECHANICAL ENGINEERING
	Technical Superintendent	6 (Rs.35400- 112400)	PwD-01 [OL & OH], ST-01, OBC-01, EwS-01		(UR-01 & ST-01) Essential Master's Degree in Mechanical Engg or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 01 year relevant experience. OR
					Bachelor's Degree (four years) in Mechanical Engg. or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 02 year relevant experience.
					OR Three years Diploma in Mechanical Engg. or equivalent (after 10+2)

	with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with three years relevant experience.
	Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
	 Desirable Above experience in Pay Level-4/5 as per 7th CPC Experience in handling of basic equipments of UG/PG Labs of Mechanical Engineering Exposure in trouble shooting of basic UG/PG Lab Equipments of Mechanical Engineering Proficiency in engineering drawing and related tools such as use of Drafter, AutoCAD, Solid Works, CATIA. Knowledge of basic Data Acquisition Systems. Proficiency in operating, maintaining and troubleshooting of general purpose and automated machines such as Lathe, Milling, EDM, CNC machines, and 3D printers, Welding, Casting, Heat Treatment, Basic Metallography etc. Proficiency in operating, maintaining and troubleshooting of thermal engineering equipment like Natural/Forced convection, Boundary layer, Pelton Wheel, Francis Turbine, Thermal Conductivity, Ice plant test rig, Air conditioning/Heat pump/Refrigeration test rig, Emissivity, Reciprocating pump, Heat
	exchanger etc. <u>Age Limit:</u> Preferably below 35 years
	2. DEPARTMENT OF ELECTRICAL ENGINEERING (UR-01 & PWD-01 [OL & OH)
	ESSENTIAL:
	Master Degree in Electronics & Communication / Electrical / Electronics or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 01 year relevant experience.
	OR Bachelors Degree (four years) in Electronics & Communication / Electrical / Electronics Engineering or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 02 year relevant experience. OR
	Bachelor's Degree in Science (Physics/ Electronics) or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 03 years relevant experience.
	Three years Diploma in Electronics & Communication / Electrical / Electronics Engineering or equivalent (after 10+2) with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 03 years relevant experience.
	Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power-point or equivalent is a must.
	Desirable:
	 Above experience in Pay Level-4/5 as per 7th CPC Experience in the field of Electrical/Electronics/Communication Engineering area. Experience in managing computer systems, application software packages, computer networking, etc.
	Age Limit: Preferably below 35 years
	3. CENTRAL RESEARCH FACILITIES: UR-01
	Essential: Master Degree in Physics/ Chemistry/ Metallurgical and Materials /
	Mechanical / Instrumentation/ Biotechnology/ Biomedical or

equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 01 year relevant experience
OR Bachelors Degree (four years) in Metallurgical and Material / Mechanical / Instrumentation/ Biotechnology / Biomedical Engineering or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 02 year relevant experience
OR Bachelor's Degree in Physics / Chemistry or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 03 years relevant experience. OR
Three years Diploma in Metallurgical and Material / Mechanical / Instrumentation/ Biotechnology / Biomedical Engineering or equivalent (after 10+2) with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 03 years relevant experience
Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
 Desirable: Above experience in Pay Level-4/5 per 7th CPC Above experience in operating the NMR spectrometer/s (300 MHz and above) or experience in operating Mass Spectrometer (HRMS, LCMS, MALDI) in a recognized University/Institute.
Age Limit: Preferably below 35 years
4. IT SECTION (EWS-01) / MATHEMATICS (OBC-01) Essential M.Tech/ME, MCA(3 Years), Master Degree in CS/IT/ Mathematics & Computing or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 01 year relevant experience.
OR B.Tech/ BE Degree (four years) in CS/IT/ Mathematics & Computing or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 02 years relevant experience. OR
Bachelor's Degree in CS/IT, Computer applications or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University /Institute with 03 years relevant experience.
Three years Diploma in CS/IT or equivalent (after 10+2) with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 03 years relevant experience.
Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
 Desirable Above experience in Pay Level-4/5 as per 7th CPC Candidate possessing CCNA certification or equivalent. Experience in the deployment, monitoring and maintenance of IT infrastructure including networks (wired & wireless), servers, Data Centers & devices etc. Experience in Networking and wifi like maintaining and supporting Large scale enterprise/Campus LAN. Working knowledge of cloud computing technologies and services. Practical experience of working with enterprise networks and TCP/IP, DNS, DHCP, IPv4/IPv6, subnet, VPN, WLC, firewall management. Experience & sound knowledge of network protocols, routing, switching and network security.

					 Knowledge of Linux systems and server administration. Thorough knowledge of VMware or Linux KVM implementation (creating, configuring and deployments). Experience in HPC administration, backend support of cluster, and running jobs on HPC. <u>Age Limit:</u> Preferably below 35 years
4.	Senior Lab	Pay Level-	UR-01	'C'	1. DEPARTMENT OF MECHANICAL ENGINEERING:- UR-01
	Assistant	05 (Rs.29200- 92300)		0	 Essential: Master Degree in Mechanical Engg or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University / Institute. OR Bachelor's Degree in Mechanical Engg. or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 05 years of experience as Junior Lab Assistant at Pay Level-3 as per 7th CPC and above. OR Three years Diploma in Mechanical Engg. or equivalent (After 10+2 with Physics, Chemistry and Maths) with a minimum of 55% marks in the qualifying degree from a recognized Polytechnic/ University/Institute with 07 years of experience as Junior Lab Assistant at Pay Level-3 as per 7th CPC and above. Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must. Desirable: Experience in handling of basic equipments of UG/PG Labs of Mechanical Engineering etc. Exposure in CAD, Basic programming and Data Acquisition. Proficiency in engineering drawing and related tools such as use of Drafter, AutoCAD, Solid Works, CATIA etc.
					Age Limit: Preferably below 30 Years
5.	Junior Lab Assistant	Pay Level- 03 (Rs.21700- 69100)	UR-09, PwD-01 [Multiple Disability], SC-03, OBC-05, EwS-03 (01 post is reserved for ESM category)	ç	 DEPARTMENT OF MECHANICAL ENGINEERING: PWD-01 [MULTIPLE DISABILITY] & EWS-01 Essential Master's Degree in Mechanical Engg. or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute.

minimum of 55% marks in the qualifying degree from a recognized University/ Institute. OR
B.Tech / B.E in Chemical Engineering or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University / Institute. OR
Bachelor's Degree in Science (Physics/Chemistry) equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 02 years relevant experience. OR
Three years Diploma in Chemical Engineering or equivalent (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 03 years relevant experience.
Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power- Point or equivalent is a must
Desirable:
 Hands-on experience on chemical engineering or allied branches UG lab equipment.
Hands-on experience of Microsoft office and/or open source equivalent of Microsoft office
 Experience of administration of Windows or Linux computer Basic knowledge of Matlab
Age Limit: Preferably below 27 Years
3. DEPARTMENT OF CIVIL ENGINEERING: UR-02 & EWS-01
Essential Master Degree in Civil Engineering or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute. OR
B.Tech / B.E in Civil Engineering or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University / Institute.
OR
Three years Diploma in Civil Engineering or equivalent (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 03 years relevant experience.
Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power- Point or equivalent is a must.
Desirable: Working experience in Civil Engineering Laboratories.
Age Limit: Preferably below 27 Years
4. DEPARTMENT OF ELECTRICAL ENGINEERING : UR-01, SC-01 & OBC-01
Essential
Master Degree in Electronics & Communication / Electrical / Electronics
or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute. OR
B.Tech / B.E in Electronics & Communication / Electrical / Electronics
or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University / Institute. OR
Bachelor's Degree in (Physics/ Electronics) or equivalent with a
minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 02 years of relevant experience.
OR Three years Diploma in Electronics & Communication / Electrical /
Electronics Engineering or equivalent (after 10+2 with Physics,

 Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 03 years relevant experience. Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, PowerPoint, or equivalent, is a must. Desirable: The relevant experience in the field of Electrical/Electronics/Communication engineering area. Experience in managing computer systems, application software packages, computer networking etc.
 5. DEPARTMENT OF PHYSICS : UR-01 & SC-01 (Out of these 02 posts 01 post is reserved for Ex-Servicemen [ESM]) Essential Master Degree in Physics/ Electronics or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute.
Bachelor's Degree in Physics or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 02 years relevant experience.
Three years Diploma in Engineering (Instrumentation technology or related) / Applied Science/ or equivalent (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 03 years relevant experience.
Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power- Point or equivalent is a must.
Age Limit: Preferably below 27 Years
6. DEPARTMENT OF BIOMEDICAL ENGINEERING : UR-01
Essential Master Degree in Biotechnology/Biomedical/Biology/Chemistry or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute. OR
B.Tech / B.E in Biotechnology/Biomedical/Instrumentation or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University / Institute. OR
Bachelor's Degree in Biotechnology/Biomedical/Instrumentation/ Chemistry or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 02 years relevant experience
Three years Diploma in Engineering / Applied Science or equivalent (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 03 years relevant experience.
Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power- Point or equivalent is a must. Desirable: Having experience of at least 2-3 years preferably in handling cell/tissue culture lab.
Age Limit: Preferably below 27 Years
7. IT SECTION: OBC-01 Essential
Master Degree in CS/ IT/ MCA or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized

University/Institute.
Oniversity/Institute. OR
B.Tech. / B.E in CS/IT or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University /Institute.
Bachelor's Degree in CS/IT, Computer applications or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University /Institute with 02 years relevant experience.
Three years Diploma in CS/IT or equivalent (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 03 years relevant experience.
Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
 Desirable Experience i) Excellent knowledge of computer hardware & peripherals, application installation, word processing, email and operating systems. ii) Experience of multiple OS platforms (windows, Linux and Android) etc. iii) Experience of troubleshooting/Installing and maintaining hardware and software issues, operating systems and computer software, networking and connection issues. iv) Good Knowledge of AV equipment and projectors. v) Hands-on experience in front-end development web programming languages such as HTML, CSS, JQuery and databases etc. vi) Knowledge of Python or Java or C# and JavaScript. vii) Good understanding of content management systems
Age Limit: Preferably below 27 Years
8. METALLURGICAL AND MATERIALS ENGINEERING:- UR-01 & OBC-01
Essential Master degree in Metallurgical and Materials Engineering/ Mechanical Engineering/ Industrial and Production Engineering or equivalent qualification with a minimum of 55% marks in the qualifying degree from a recognized University/Institute.
OR B.E./ B.Tech. in Metallurgical and Materials Engineering/ Mechanical Engineering/ Industrial and Production Engineering or equivalent with at least 55% marks in the qualifying degree from a recognized University or Institute. OR
Three year diploma in Metallurgical and Materials Engineering/ Mechanical Engineering/ Industrial and Production Engineering or equivalent with at least 55% marks in the qualifying degree from a recognized University or Institute, with at least 03 years of experience.
Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Powerpoint or equivalent is a must.
Desirable: The candidate having hands-on experience in: i) Heat-treatment, furnace operations and metallography ii) Metal forming and welding iii) Handling, Installation and repair of metallurgical laboratory equipment iv) Laboratory safety protocols v) Training manpower on laboratory equipment vi) Computer Office software such as Microsoft Word, Excel, Power

point, Google Docs, Google sites and Google sheets.
Age Limit: Preferably below 27 Years
9. CENTRAL WORKSHOP:- UR-01, SC-01 EWS-01 Essential: Master Degree in Mechanical/Production/Manufacturing Engineering or equivalent qualification with a minimum of 55% marks in the qualifying
degree from a recognized University/Institute. OR B.E./ B.Tech. in Mechanical/Production/Manufacturing Engineering or equivalent with at least 55% marks in the qualifying degree from a recognized University or Institute. OR
Bachelor's Degree in Mechanical/Production/Manufacturing Engineering or equivalent with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 02 years relevant experience.
Three years Diploma in Mechanical/Production/Manufacturing Engineering (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with 03 years relevant experience.
Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Powerpoint or equivalent is a must.
 Desirable: Knowledge of CAD-CAM and other 3D Modeling software. Knowledge and experience of handling, maintaining, and troubleshooting of general purpose and automated machines such as Lathe, Milling, Welding, EDM, CNC machines, and 3D printers etc. Training/assisting of UG/PG students in their projects and lab courses in various sections of workshop Handling laboratory procedures like maintenance of files, stock register etc.
Age Limit: Preferably below 27 Years
10. COMPUTER SCIENCE AND ENGINEERING:-
I. COMPUTER SCIENCE AND ENGINEERING (GENERAL COMPUTER LAB) UR-01 Essential Master Degree in Science / MCA or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute. OR B.Tech / B.E or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University / Institute. OR Bachelor's Degree in Science or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 02 years relevant experience. OR Three years Diploma in Engineering / Applied Science or equivalent (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 03 years relevant experience.
Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power- Point or equivalent is a must
Age Limit: Preferably below 27 Years
II. COMPUTER SCIENCE AND ENGINEERING (TINKERING LAB)- OBC-1 ESSENTIAL

Master Degree in Science / MCA or equivalent qualification in Electronic or Electrical or Computer Science with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute. OR
B.Tech / B.E or equivalent in Electronics or Electrical or Computer Science with a minimum of 55% marks in the qualifying degree from a recognized University / Institute.
Bachelor's Degree in Science or equivalent in Electronics or Electrical or Computer Science with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 02 years relevant experience.
OR
Three years Diploma in Engineering / Applied Science or equivalent in Electronics or Electrical or Computer Science (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 03 years relevant experience. Experience of relevant is exposure to handling various hardware components (Oscilloscopes, ICs, Ras-Pi, etc).
Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power- Point or equivalent is a must
Age Limit: Preferably below 27 Years

GENERAL INSTRUCTIONS:

- 1. The candidates should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement before applying for these posts. Since all the applications will be screened on the basis of data submitted by the candidate in the online application form, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that candidates have furnished false or wrong information, their candidature will be rejected.
- 2. Application once submitted cannot be altered / resubmitted, under any circumstances. Further, no request with respect to making changes in any data/ particular entered by the candidate in the Online Application will be entertained, once the application is submitted successfully. Therefore, please keep all data/ details ready before you start filling up the Application Online.
- 3. The candidates are required to apply ONLINE only from <u>27/04/2023 to 26/05/2023</u> upto 12:00 Midnight. The applications received after expiry of last date will not be entertained and Institute will not be responsible for any delay. For submission of application, please visit institute's website http://www.iitrpr.ac.in/staff-positions. Application will NOT be accepted through any other mode.
- 4. The candidate should fill separate online application form along with application fee for each post applied if he/she is interested to apply for more than one post.
- 5. The candidate must be a citizen of India.
- 6. Relaxation of Age
 - i) The maximum prescribed age for each post shall be the same as given against each post in the Recruitment Rules of the Institute. The age shall be determined as on the last date of the advertisement.
 - ii) Age is relaxable for five years for SC/ST candidates and three years for OBC candidates. Candidates belonging to other eligible categories shall have relaxation as per Gol norms.
 - iii) For direct recruitment posts, the upper age limit shall be relaxable up to fifty years of age in respect of the persons working in IIT Ropar on the posts which are in the same line or allied (Contract) cadres / outsourced and where a relationship could be established that services rendered will be useful for efficient discharge of the duties in other categories of posts. The age concession shall be admissible only where an employee has rendered not less than five years continuous service / deployment at IIT Ropar
 - iv) For regular employees of IITs who are educationally qualified can be considered for direct recruitment across the whole IIT system up to a maximum of 50 years of age.
- 7. Candidates serving in Government / Semi-Government Organizations / Public Sector Undertakings /Autonomous Bodies etc are required to send the printout of online filled application form "Through Proper Channel" with duly endorsed endorsement form in the application form to The Deputy Registrar, (Establishment), Recruitment Cell, R.no. 237, 2nd Floor, M. Vishveshvaraya Block, Indian Institute of Technology, Rupnagar-140001 OR submit No Objection Certificate (NOC) at the time of written test/ trade test/ presentation / interview. In absence of the same, the candidate will not be considered for written test/ interview.
- 8. The selected candidate(s) will be covered under the New Contributory Pension Scheme as notified by the Government of India, Ministry of Finance vide notification No. 5/7/2003ECB&PR dated 22nd December, 2003.
- 9. Candidates should submit the online application fee, through SBI-collect of Rs. 500/- For the posts mentioned at s.no. 1 & 2 and Rs. 250/- for the posts mentioned at s.no. 03 to 05 in the detailed advertisement. Fee by any other mode of payment will not be accepted. No fee is required for SC/ST/PWD & women candidates. Fee once paid shall not be refunded under any circumstances.
- Only such person who suffer from not less than 40% of relevant disability, would be eligible for reservation of PwD. Candidate has to submit relevant disability certificate as prescribed under PwD Act, 1995 and subsequent "The Persons with Disability Act, 2016".
- 11. The institute follows the reservation norms as per Gol rules for SC/ST/OBC/PWDs/ EWS/ESM. Central Govt. approved list of SC, ST ,OBC and EWS categories is applicable at IIT Ropar. Candidates seeking reservation benefits available for SC/ST/OBC/PwDs/EWS/ESM must ensure that they are entitled to such reservation as per eligibility prescribed in Govt. of India orders. They should also be in possession of the certificates in the format prescribed by Gol in support of their claim at the time of application. PwD's will be entitled to all exemptions, relaxations, benefits as per Govt. of India guidelines.
- 12. The number of vacancies indicated in the notification is tentative. IIT Ropar reserves the right to increase or decrease the number of advertised posts at the time of selection. Further, IIT Ropar also reserves the right NOT to fill any of the post advertised.

- 13. Candidates shall have to produce original documents at the time of appearing in Written Test/ Trade Test / Presentation / Interview. In the absence of the same, candidature will not be considered for written test / trade test / presentation / interview.
- 14. No correspondence whatsoever will be entertained from candidates regarding eligibility/ conduct/ result of written test / interview etc. and reasons for not being called for written test /interview etc.
- 15. The prescribed Essential Qualification/Experience indicated are bare minimum and mere possession of same will not entitle the candidates to be called for test/interview. Where number of applications received in response to an advertisement is large, it may not be convenient or possible for IIT Ropar to conduct test and/or interview of all the candidates, IIT Ropar may restrict the number of candidates to be called for written test/trade/ skill test/ interview to a reasonable limit, on the basis of qualification and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish details of all the qualifications and experience possessed in the relevant field, over and above the minimum qualifications prescribed along with documentary evidences. The candidates are also required to upload documentary evidence of desirable qualification and experience, if they possesses the same. Institute also reserves the right to adopt any other additional shortlisting criteria over and above the advertised criteria to restrict the candidates for the written Test/Interview.
- 16. If a suitable candidate is not available, the candidate may be offered next lower position or appointment on contract/ deputation
- 17. Selected candidate can be posted/ transfered to any section/department as per the requirement of the Institute.
- 18. The qualification prescribed should have been obtained from recognized Universities/Institutions.
- 19. Applications received through E-mail / offline mode / incomplete / not on prescribed format / without application fee will not be entertained/accepted.
- 20. Canvassing in any form/bringing in any influence political or otherwise will be treated as a disqualification for the post. "INTERIM ENQUIRIES WILL NOT BE ENTERTAINED". If it is found at any stage that any information given in the application is incorrect/false, the candidature/appointment is liable to be cancelled / terminated on that ground.
- 21. Experience/ essential qualification and age will be reckoned on the last date for submission of online application form.
- 22. All the communications with the candidate will be on the email provided in the online application form, therefore candidate should keep their email id provided in the application form active. Institute will not be responsible for non receipt / delay in receipt of any communication due to deactivation of email id given or due to change in address etc.
- 23. Candidate should check / visit institute website regularly for any update on recruitment process. Institute will not be responsible for delay in accessing of the information by the candidate in this regard. If there is any corrigendum/addendum, it shall only be published on Institute's Website.
- 24. Steps to follow to deposit the online application fee:
 - i) Go to onlinesbi.com
 - ii) Select SB collect
 - iii) Select Educational Institute IIT Ropar
 - iv) Select the option for payment category i.e. Application fee for post to which the candidate is applying. Pay the requisite fee.
 - v) Fill up the fee details in the online application form and keep printout of the receipt for future reference.
 - vi) Online application without application fee or invalid fee details will not be considered.
- 26. In case of any dispute, decision of the Director, IIT Ropar, shall be final.
- 27. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement can be instituted in Rupnagar, and courts/ tribunals/ forums at Rupnagar only shall have sole and exclusive jurisdiction to try any such cause/ disputes.

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