

Recruitment Rules & Promotion Policies For Non Academic Staff



॥ सा विद्या या विमुक्तये ॥

ಧಾರವಾಡ್ ತಂತ್ರಜ್ಞಾನ ಸಂಸ್ಥೆ ಧಾರವಾಡ
भारतीय प्रौद्योगिकी संस्थान धारवाड़
Indian Institute of Technology Dharwad



Indian Institute of Technology Dharwad
Dharwad, Karnataka
2023



INDEX

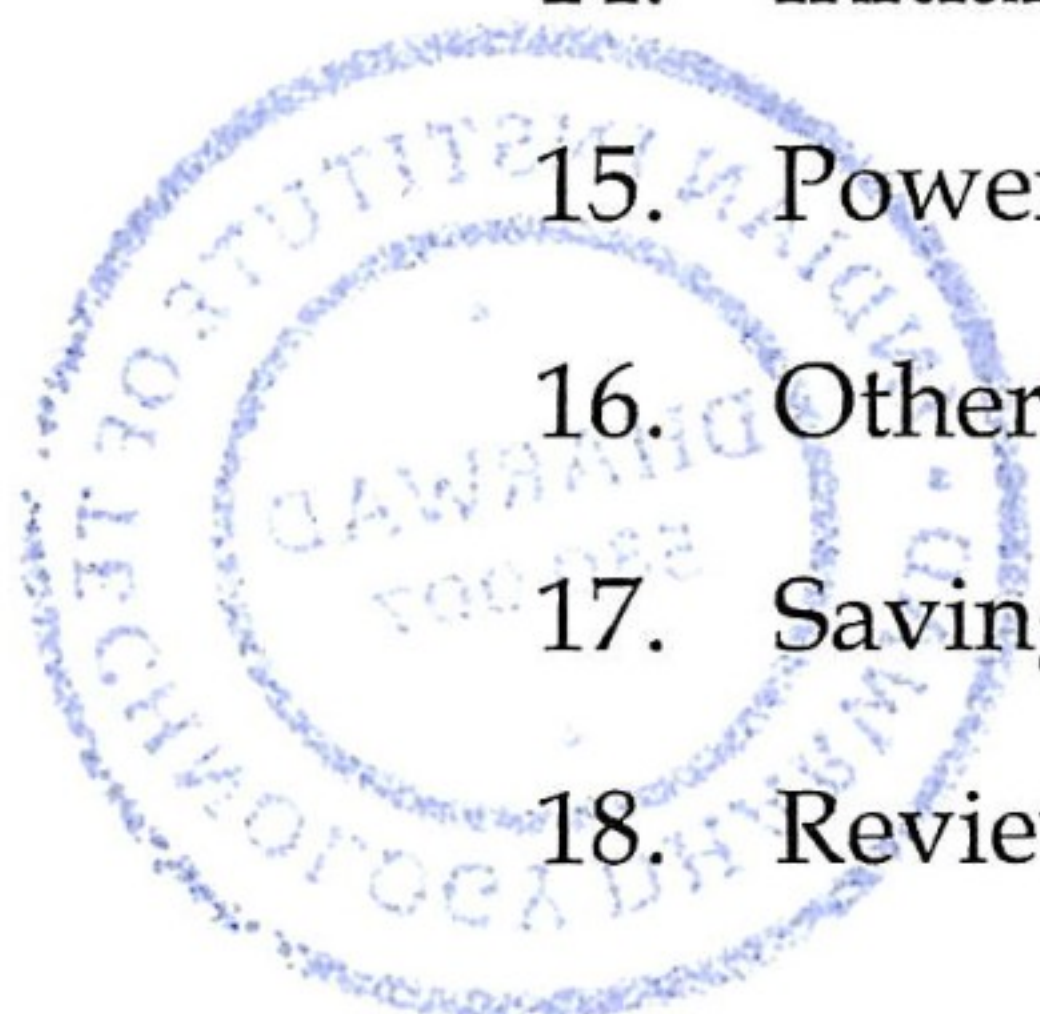
Sl. No	Description	Page No.
-----------	-------------	----------

Part I : Introduction

1.	Short title and commencement	03
2.	Definitions	03
3.	Preamble	04

Part II : Sanctioned Strength & Recruitment Procedures

1.	Objectives	09
2.	Appointing Authority	09
3.	Basic Principles	09
4.	Sanctioned Strength	10
5.	Qualifications	10
6.	Number of posts, classification and scale of pay	11
7.	Summary of Positions	15
8.	Recruitment Procedure	15
9.	Assessment of Vacancies and Advertisement	19
10.	Compassionate Appointment	19
11.	MACPS	19
12.	Relaxation of Age	19
13.	Interpretation of Rules	19
14.	Initial Constitution	19
15.	Power to relax	20
16.	Other Provisions	20
17.	Saving Clause	20
18.	Review of Rules	21



Part III: Classification and Career Progression

1. Classification of Staff	25
2. Career Progression Charts	26

Part IV: Schedules

4. Technical Cadre	39
5. Engineering Cadre	47
6. Horticulture Cadre	52
7. Knowledge Resource and Management	55
8. Health Services (Doctors)	60
9. Health Services (Nursing)	63
10. Health Services (Technical)	69
11. Sports Cadre	74
12. Administrative Cadre	80
13. Security Cadre	89



PART I

Introduction

1) Short title and Commencement:

- a) These Rules may be called the Recruitment Rules & Promotion Policies for Non-Academic staff of Indian Institute of Technology Dharwad, 2023.
- b) They shall come into force on the date of approval by the Board of Governors.

2) Definitions:

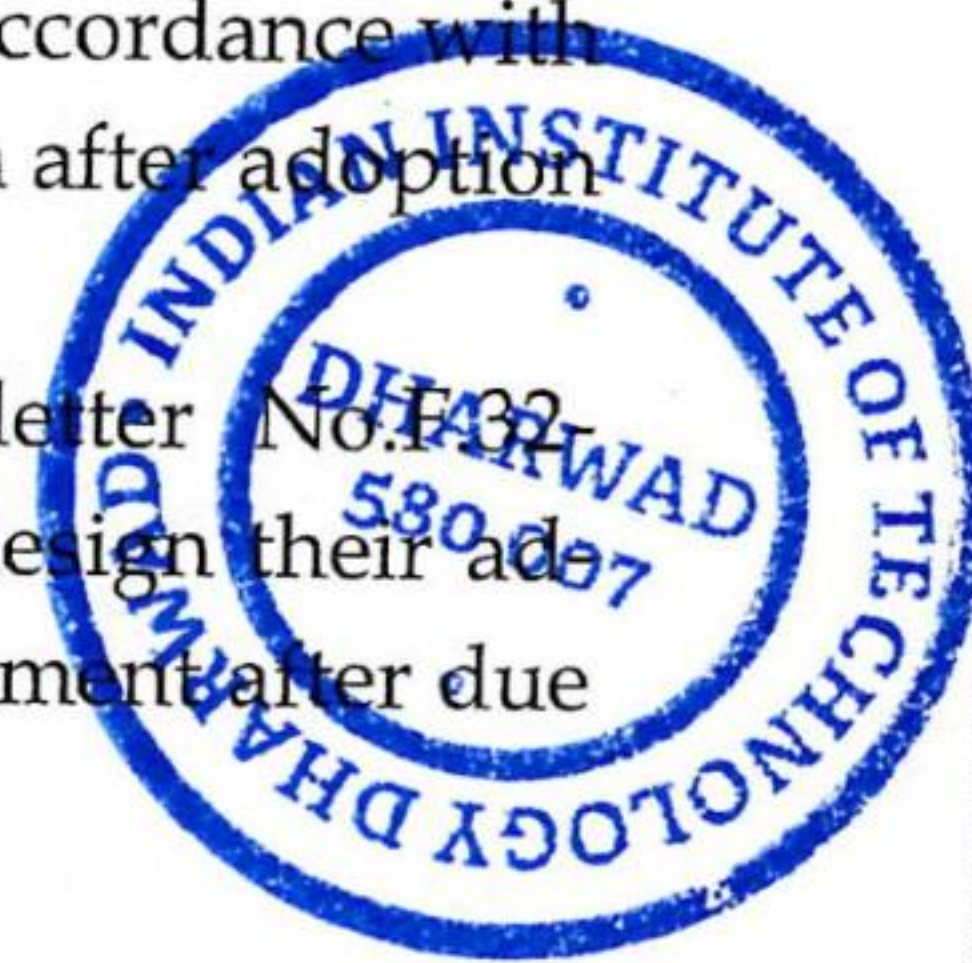
The terminology as given below is to be used solely in the context of this document. Use of the same or similar terminologies in vogue elsewhere is incidental and shall have no bearing on interpretation of the contents of this document.

- a) **Act:** Act means The Institutes of Technology Act, 1961.
- b) **Statutes:** Statutes means The Statutes of IIT Dharwad, 2017.
- c) **Board:** Board means Board of Governors of IIT Dharwad.
- d) **Chairman:** Chairman means Chairman of Board of Governors of IIT Dharwad
- e) **Director:** Director means Director of IIT Dharwad.
- f) **Post:** Post means a position with a specified pay level and designation.
- g) **Cadre:** Cadre means the strength of service or a part of service sanctioned as a separate unit having similar graded job responsibilities.
- h) **Group:** Group means is a set of posts classified as per DoPT OM No: 11012/10/2016-Estt.A-III dated 08.12.2017 and as specified in Part A of the Central Civil Services (Revised Pay) Rules, 2016.
- i) **Non-Academic Staff:** Non-Academic staff means and comprises of Technical and Administrative staff.
- j) **Staff-Structure:** Staff Structure means a hierarchy of all non-academic posts broadly categorized under (i) Technical Staff and (ii) Administrative staff.
 - (i) **Technical Staff:** Technical staff shall include Technical, Medical, Engineering, Knowledge Resource and Management, Horticulture, Sports and such other posts as may be decided by the Board from time to time.
 - (ii) **Administrative Staff:** Administrative staff shall include Administrative, Security and such other posts as may be decided by the Board from time to time.
- k) **Direct Recruitment:** Direct Recruitment means filling up of vacancies at appropriate levels in the cadre through open advertisement.
- l) **Promotion:** Promotion means a vacancy based advancement of an employee from a lower post to a higher post within a cadre, through a well-defined evaluation process.
- m) **Level:** Level means pay level as per 7th Central Pay Commission (CPC). Any revision under subsequent CPC shall be mapped accordingly.

- n) **DPC:** DPC means Departmental Promotion Committee formed for evaluation and recommendation of suitable employees for promotion for filling up the vacancies as per the procedure outlined in this document.
- o) **Employee:** Employee means a non-academic staff working in IIT Dharwad on regular basis including persons appointed on contract basis against regular post on pay level, but does not include persons working on contract/ad-hoc/outsourcing/temporary/projects etc.
- p) **Eligibility-cum- Seniority:** Eligibility-cum-Seniority means the process of seniority based promotion wherein the vacancies will be filled from amongst the senior most employees who are found eligible through defined evaluation process.
- q) **Selection Post:** Selection Post means a post to which promotion is made by following a defined evaluation process where merit is involved.
- r) **Non-Selection Post:** Non-Selection Post means a post to which promotion is made on seniority basis by following a defined evaluation process.
- s) **Competent Authority:** Competent Authority means the authority competent to exercise different powers and functions under these rules.
- t) **MACPS:** MACPS means Modified Assured Career Progression Scheme of Government of India, as amended from time to time.
- u) **Student Strength:** Student Strength means the number of students admitted to a prescribed program of the Institute through the laid down procedure and having their names on the rolls of the Institute.
- v) **Written Test:** Written test means Written Test / Computer Based Test and/or Trade Test and/or any other mode of test, as deemed fit.
- w) **APAR:** APAR means Annual Performance Appraisal Report of an employee which reflects the overall performance of an employee through various approved parameters.
- x) **Schedule:** Schedule means 12 point format prescribed by DoPT.
- y) **Qualifying Service:** Qualifying Service means service rendered by an employee in the feeder grade on regular basis and on contract basis against regular post on pay level, but does not include service rendered by the employee on contract/ad-hoc/outsourcing/temporary/projects etc.
- z) All other words and expressions, used herein, but not defined in these Rules, unless the context otherwise requires, shall have the same meaning as they have been assigned in the regulations made thereunder or in the rules framed by the BoG.

3) Preamble:

- a) IIT Dharwad is governed by the Institutes of Technology Act 1961 and the Statutes of IIT Dharwad, 2017 as amended from time to time. The salary structure and other related rules in relation to employees are being followed in accordance with guidelines issued by Ministry of Education / Government of India after adoption of the same by the Board of Governors of the Institute.
- b) The then Ministry of Human Resource Development vide letter No. F.32-14/2013/TS-I dtd.10.06.2013 conveyed that IITs are allowed to design their administrative/management/technical staff structure as per requirement after due



approval from their BoG. Accordingly, the Recruitment Rules and Promotion Policies for all Non-Academic Staff are hereby formulated.





PART-II

Sanctioned Strength and Recruitment Procedures





PART-II

Sanctioned Strength and Recruitment Procedures

1) Objectives:

The main Objectives of Recruitment Rules & Promotion Policies are:

- a) To ensure a fair and transparent process of recruitment.
- b) To develop and empower responsive and competent human capital by inculcating team working in line with the Institute expectation and priorities.
- c) To select a right person for a given job.
- d) To recognize talent and provide opportunities for career growth.
- e) To strike a healthy balance between the functional requirements of the Institute and the career aspirations of the employees.

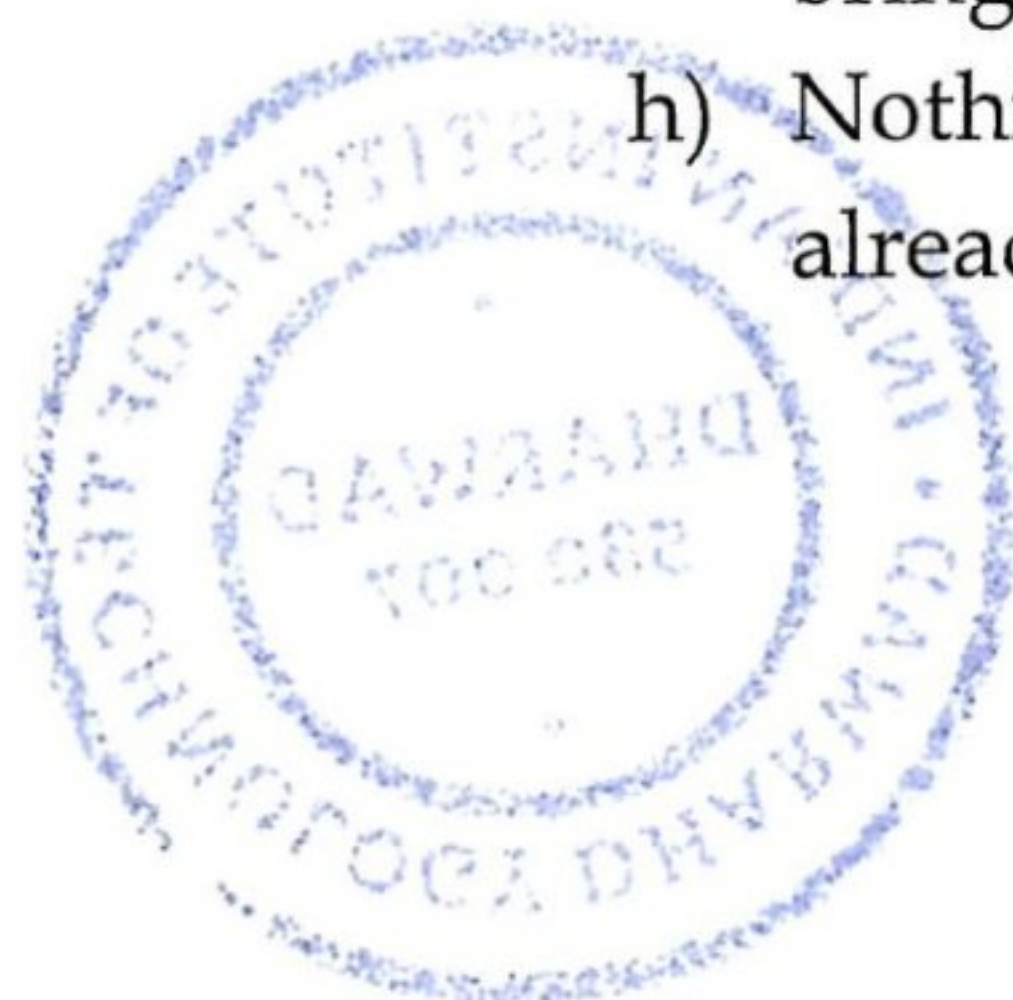
2) Appointing Authority:

The appointing authority of Non-academic staff shall be as under:

- a) The Board, in the case of posts carrying Pay Level 10 and above
- b) The Director, in the case of posts carrying Pay Level below Level 10.

3) Basic Principles:

- a) All posts are vacancy based and shall be filled as per the policies laid down.
- b) The recruitment may be made through Direct Recruitment/Promotion/Contract/Deputation/Absorption depending upon the Institute requirements.
- c) In no case, the total number of filled position shall exceed the cadre strength.
- d) All the appointments for the permanent positions shall ordinarily be made on probation for a period of one year.
- e) If any decision is taken to create a new post or re-structure any service, these Rules shall suitably be amended for that particular purpose with the approval of the Board.
- f) The recruitment is open for Indian Nationals only.
- g) The nomenclature of posts has been devised on functional considerations and to bring homogeneity across different cadres in the Institute to the extent possible.
- h) Nothing in these Rules shall prevent operation of any other mode of recruitment already made by the Institute with the approval of the competent authority.



4) Sanctioned Strength:

- a) IITs are allowed to recruit non-academic positions as per 10:1.1 student to non-academic staff ratio after due approval of the BoG. The strength of the non-academic staff will increase based on the students' strength from time to time. These positions will be distributed to various cadres based on the requirement of the Institute with the approval the Board. At present, IIT Dharwad has been sanctioned with 102 Non-Academic posts (Ref: MHRD letter No: F.No.32-4/2016-T.S-I dated 21.08.2017).
- b) Distribution of non-academic staff of different groups i.e. Group A, Group B and Group C and the percentage among the groups is as shown in the table I below. Percentage may vary based on the requirements of the Institute from time to time.

Table 1: The Distribution of non-academic staff in different groups.

Group A	15-25%
Group B	50-60%
Group C	25-35%

Note: The distribution shall be made in a way so as to make a total of 100% covering Group A, B & C.

5) Qualifications:

- a) The qualifications mentioned in the schedule for recruitment shall be read in conjunction with the following:
- b) Bachelor's Degree means at least a three years degree course recognized by Government of India or its accrediting agencies like UGC/AICTE etc.,
- c) In case of Integrated Master's degree of five years, one-year weightage in experience will be given, wherever applicable.
- d) Diploma means at least 3 years course after 10th recognized by Government of India or Board of technical education/Nursing council of the states etc.,
- e) Percentage of marks in qualifying degree shall not be insisted upon for candidates considered for promotion.



6) Number of Posts, Classification and Scale of Pay

The details of the number of Posts, Classification and Scale of Pay are shown in Tables 2- 13.

6.1) TECHNICAL STAFF:

6.1.1) Technical posts:

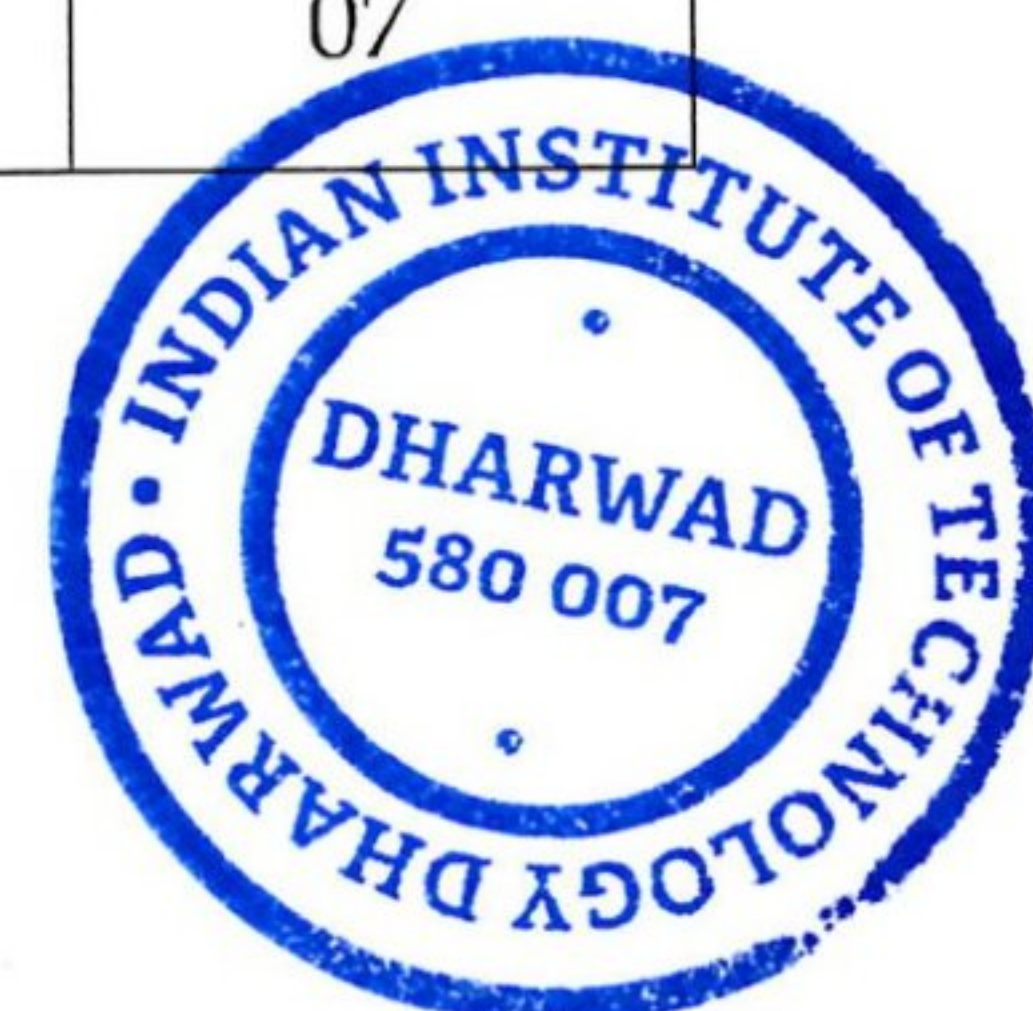
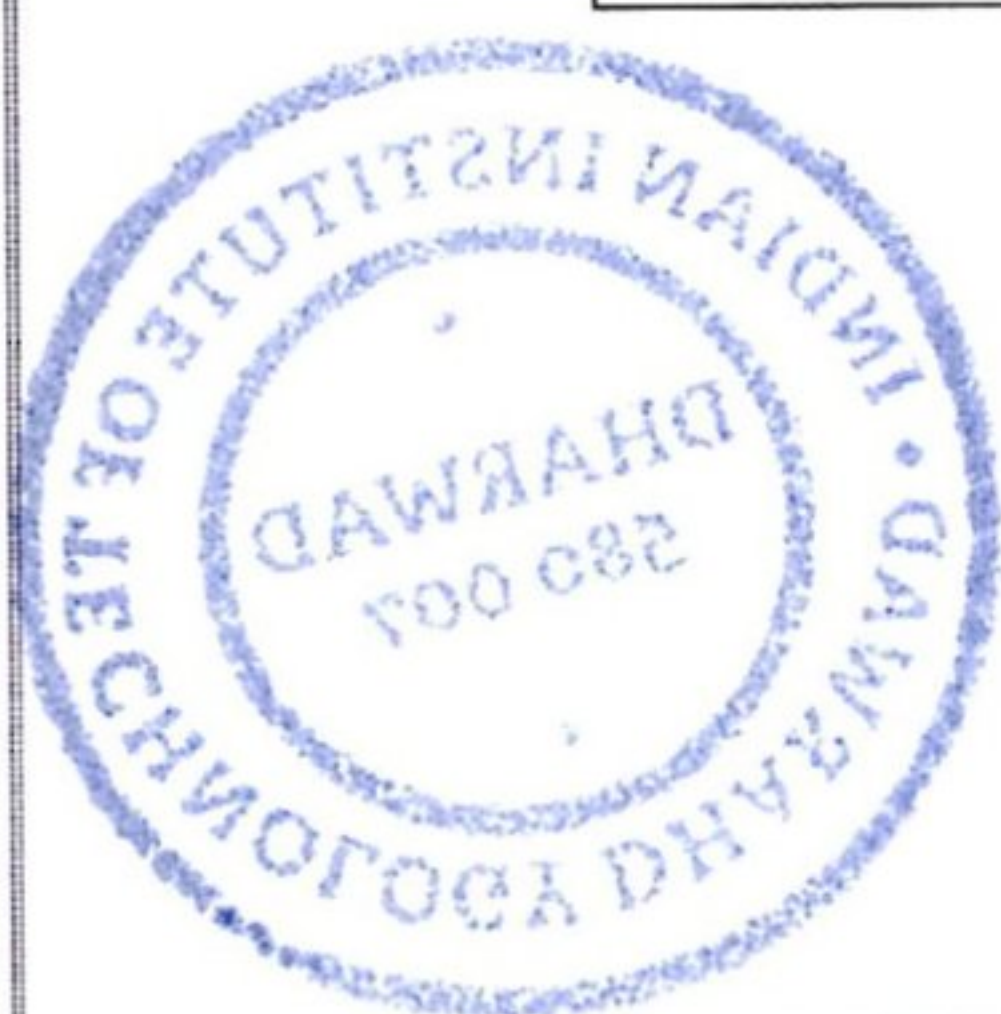
Table 2: Category of posts, Group, Pay level and number of sanctioned posts.

Sl. No	Category of posts	Group	Pay Level	No. of sanctioned posts
1	Senior Technical Officer	A	L-12	00
2	Technical Officer (Senior Scale)	A	L-11	00
3	Technical Officer	A	L-10	01
4	Senior Technical Superintendent	B	L-8	04
5	Jr. Technical Superintendent	B	L-6	20
6	Senior Technician	C	L-5	00
7	Technician	C	L-4	00
8	Junior Technician	C	L-3	09
Total				34

6.1.2) Engineering Posts:

Table 3: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1	Deputy Superintending Engineer	A	L-12	00
2	Executive Engineer	A	L-11	01
3	Assistant Executive Engineer	A	L-10	01
4	Senior Engineer	B	L-8	01
5	Junior Engineer	B	L-6	04
Total				07



6.1.3) Horticulture Posts:

Table 4: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1	Horticulture Officer	A	L-10	00
2	Senior Superintendent (Horticulture)	B	L-8	00
3	Junior Superintendent (Horticulture)	B	L-6	01
Total				01

6.1.4) Knowledge Resource & Management Posts:

Table 5: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1	Chief Knowledge Resource and Information Officer.	A	L-12	00
2	Knowledge Resource and Information Officer (Senior Scale)	A	L-11	00
3	Knowledge Resource and Information Officer	A	L-10	01
4	Senior Superintendent (Knowledge Resource and Information)	B	L-8	01
5	Jr Superintendent (Knowledge Resource and Information)	B	L-6	02
Total				04

6.1.5) Health Services Posts (Doctors):

Table 6: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1.	Chief Medical Officer	A	L-12	00
2.	Senior Medical Officer	A	L-11	00
3.	Medical Officer	A	L-10	00
Total				00*

6.1.6) Health Services Posts (Nursing):

Table 7: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1.	Nursing Superintendent	A	L-10	00
2.	Senior Staff Nurse	B	L-8	00
3.	Junior Staff Nurse	B	L-6	00
4.	Senior Nurse	C	L-5	00
5.	Nurse	C	L-4	00
6.	Junior Nurse	C	L-3	00
Total				00*

6.1.7) Health Services Posts (Technical) :

Table 8: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1	Senior Technical Superintendent (Medical)	B	L-8	00
2	Jr. Technical Superintendent (Medical)	B	L-6	00
3	Senior Technician (Medical)	C	L-5	00
3	Technician (Medical)	C	L-4	00
4	Junior Technician (Medical)	C	L-3	00
Total				00*

6.1.8) Sports Posts:

Table 9: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1.	Sports Officer	A	L-10	01
2.	Deputy Sports Officer	B	L-8	01
3.	Junior Sports Officer	B	L-6	03
4.	Senior Sports Assistant	C	L-5	00
5.	Sports Assistant	C	L-4	00
6.	Junior Sports Assistant	C	L-3	00
Total				05

6.2) ADMINISTRATIVE STAFF:

6.2.1) Administrative posts:

Table 10: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1	Registrar	A	L-14	01
2	Joint Registrar	A	L-13	00
3	Deputy Registrar	A	L-12	01
4	Assistant Registrar (Senior Scale)	A	L-11	01
5	Assistant Registrar	A	L-10	06
6	Senior Superintendent	B	L-8	02
7	Junior Superintendent	B	L-6	13
8	Senior Assistant	C	L-5	00
9	Assistant	C	L-4	04
10	Junior Assistant	C	L-3	21
Total				49

6.2.2) Security posts:

Table 11: Category of posts, Group, Pay level and number of sanctioned posts.

Sl.No	Category of posts	Group	Pay Level	No. of sanctioned posts
1	Chief Security Officer	A	L-12	00
2	Security Officer (Senior Scale)	A	L-11	00
3	Security Officer	A	L-10	00
4	Senior Superintendent (Security)	B	L-8	00
6	Junior Superintendent (Security)	B	L-6	02
Total				02

7) Summary of positions:

The Table 12 shows the summary of positions in each Group A,B,C both in Technical Staff and Administrative Staff

Table:12: Summary of the positions

Sl. No.	Group Cadre	A	B	C	Total
Technical Staff					
1)	Technical	01	24	09	34
2)	Engineering	02	05	--	07
3)	Knowledge Resource and Management	01	03	--	04
4)	Horticulture	00	01	--	01
5)	Health Services (Doctors)	00	--	--	00*
6)	Health Services (Nursing)	00	00	00	00*
7)	Health Services (Technical)	--	00	00	00*
8)	Sports	01	04	00	05
Administrative Staff					
9)	Administration	09	15	25	49
10)	Security	00	02	--	02
	Total	14	54	34	102

* The Institute is in the nascent stage of development. Some of the positions for direct recruitment as well as promotion in certain cadres is kept at ZERO. Since, Institute will be recruiting at later stage as per the requirement of the Institute or the employees currently are not available to fill these posts and it may take considerable number of years for the existing employees to occupy these positions by way of promotion. It is expected to earmark specific number to these posts as and when additional positions become available.

8) Recruitment Procedure:

The following methods shall be applicable for recruitment:

- Direct Recruitment;
- Promotion through
 - Eligibility cum Seniority
- On Deputation/ Contract / Absorption.



8.1) Direct Recruitment:

The Institute shall invite applications for vacant posts through an advertisement on all India basis on suitable media (offline/online).

The following procedure shall be followed for making Direct Recruitment:

- 8.1.1) Applications received pursuant to the advertisement as mentioned above, shall be scrutinized for eligibility by the Scrutiny /Shortlisting Committee to be constituted by the competent authority. Where applications received are far in excess of the number of posts advertised, the Scrutiny / Shortlisting Committee may formulate additional criteria for shortlisting, based on academic performance and/ or levels/area/years of experience of the applicants or any other criteria as deemed fit by the Committee. A mention to this effect shall be made in the advertisement.
- 8.1.2) The shortlisted applications shall be placed before the Competent Authority for approval. Thereafter, the shortlisted applicants will be called for Written Test/Interview as applicable or any other evaluation process deemed fit, for further process of selection.
- 8.1.3) The Age Limit for Direct Recruitment in terms of Post / Pay Level will be as follows:

Pay Level	Maximum Age Limit for Direct Recruitment
Level-03	27
Level-06	34
Level-10	42
Level-12	50
Level-14	57

- 8.1.4) The crucial date for determining the age in case of direct recruitment shall be the last date for receipt of applications.
- 8.1.5) The Selection Committee for Direct Recruitment will be as per the Statutes of the Institute.
- 8.1.6) Selection Procedure for Direct Recruitment:

The following selection procedures will be followed for direct recruitment:

Pay Level	Selection Procedure
Pay Level 3 & 6	The selection procedure for Direct Recruitment for Pay level 3 & 6 may consist of written test I & II. Written test I shall be compulsory for all posts. Written test II shall be conducted at the discretion of the Selection Committee based on the nature of the posts for which recruitment is being carried out.

	<p>Candidates securing minimum qualifying marks as laid down by the selection committee in Written test I shall be shortlisted for Written test II, wherever considered necessary. In other cases, selection will be based on the marks scored in Written Test I.</p> <p>If Written Test II is conducted, the final selection will be based on aggregate marks obtained from both the written tests with weightage of 20% - 40% in Written Test I and 80% - 60% in Written Test II.</p>
Pay Level 10	<p>A Written Test / any other evaluation process as deemed fit may be conducted which will be qualifying in nature. This will be followed by Interview.</p> <p>The final selection will be based on the performance in the interview only.</p>
Pay Level 12 & 14	<p>Candidates will be called for Presentation/Group Discussion/Role Play and/or any other test deemed fit for the purpose of shortlisting. This will be followed by Interview.</p> <p>The final selection will be based on the performance in the interview only.</p>

8.2) Promotion

8.2.1) Through Eligibility cum Seniority Mode:

8.2.1.1) Eligibility

- Completion of minimum qualifying service is shown in Part III of this documents (Figure 2 – Figure 11).
- Minimum average APAR grading of 7 for the qualifying period (as per DoPT guidelines).
- The seniority list, verification of eligibility and all records including APAR, integrity certificate, vigilance clearance etc. will be placed before the DPC.

8.2.1.2) Selection Procedure:

- The Director shall constitute Departmental Promotion Committee as may be considered appropriate for conducting recruitment through promotion.
- All employees need to complete minimum number of years of service to be eligible for consideration for different modes of promotion process as shown in the Figure 2- Figure 11.
- The availability of the vacancies will be determined as on 1st January. The same date would also be used for determining the eligibility. The applications will be invited through internal circulation from the eligible employees.

- d. The list of eligible employees shall be placed before the competent authority for approval. Thereafter, the eligible employees will be subject to a Written Test or any other suitable mechanism deemed fit, which shall be qualifying in nature.
- e. Candidates are required to obtain minimum qualifying marks of 60% for unreserved category and 55% for SC/ST category in the written test to be eligible for consideration.
- f. Final selection will be based on seniority among the candidates who have secured the minimum prescribed qualifying marks.
- g. The effective date of promotion shall be from the date of joining to the promoted post.

8.3) On Deputation/ Contract /Absorption

8.3.1) Deputation on foreign service terms:

The following procedure shall be followed for making appointment on Deputation, wherever prescribed or required:

- a. The Institute shall invite applications for the vacant posts from Central Government, State Government and Autonomous Bodies / PSUs through an advertisement on an all India basis suitable media (offline/online).
- b. Applications received shall be scrutinized for eligibility by a Scrutiny / Shortlisting Committee to be constituted by the Competent Authority. Where applications received are in excess of a reasonable number (as determined by the Scrutiny / Shortlisting Committee) for the advertised post(s), the additional criteria may be formulated as deemed fit.
- c. The terms and conditions will be as per GoI norms.
- d. Evaluation process may also involve personal interaction with the shortlisted candidates.
- e. Appointment on Deputation shall be subject to vigilance clearance.
- f. Vacancy caused by any incumbent being away on deputation, long illness, long leave or under any other circumstances for a duration of one year or more, may also be filled by way of appointment on Deputation.

8.3.2) On Contract

The Institute may appoint any persons on Contract in the specified scales of pay (on regular pay scale or on consolidated pay) and on terms and conditions applicable to the relevant post for a period not exceeding 5 years with a provision of renewal for the further period. The services of the persons appointed on regular pay scale may be regularized after review of satisfactory performance.

8.3.3) Absorption:

The procedure for appointment on immediate absorption and on deputation followed by absorption shall be regulated as per GoI norms.

9) Assessment of Vacancies and Advertisement:

Requirement for manpower received from various department/section will be consolidated and placed before the competent authority along with the details of the available vacancy.

After approval of the Competent Authority, Recruitment Section shall prepare and publish detailed advertisement containing all terms & conditions and upload on the Institute website. An indicative advertisement will be put through an advertisement on all India basis on suitable media (offline/online). Any amendment will be published only on the Institute website. In case of recruitment through deputation, Institute may also request various organizations to sponsor suitable candidates.

10) **Compassionate Appointment:** The compassionate appointment shall be made as per extant norms of Government of India.

11) **MACPS:** Modified Assured Career Progression (MACP) Scheme shall continue to co-exist unless modified / superseded subsequently.

12) Relaxation of Age:

Age is relaxable for SC/ST/OBC/PwD/Ex-Servicemen candidates, as per GoI norms. Regular employees of the Institute will get an age relaxation of 5 years.

13) Interpretation of Rules:

In the event of any conflict that may arise with regard to interpretation of these Rules, the same may be decided by the competent authority.

14) Initial Constitution:

14.1) Existing employees of the Institute will be treated as having been inducted into these Rules (at its initial constitution) in the respective Pay Levels. Such employees are mapped with corresponding designations as outlined below:

Sl. No	Existing posts	Group	Present Pay level	Post to which mapped	Pay Level of post to which mapped
Technical Posts:					
1	Jr. Technical Superintendent	B	L-6	Jr. Technical Superintendent	L-6

Engineering Posts:					
2	Executive Engineer	A	L-11	Executive Engineer	L-11
3	Assistant Executive Engg	A	L-10	Assistant Executive Engg	L-10
4	Junior Engineer	B	L-6	Junior Engineer	L-6
Knowledge Resource and Management Posts:					
5	Library Officer	A	L-10	Knowledge Resource and Information Officer	L-10
6	Junior Library Information Superintendent	B	L-6	Jr Superintendent (Knowledge Resource and Information)	L-6
Sports Posts:					
7	Assistant Sports Officer	B	L-6	Junior Sports Officer	L-6
Administrative Posts:					
8	Registrar	A	L-14	Registrar	L-14
9	Deputy Registrar	A	L-12	Deputy Registrar	L-12
10	Assistant Registrar	A	L-10	Assistant Registrar	L-10
11	Junior Superintendent	B	L-6	Junior Superintendent	L-6
12	Junior Assistant	C	L-3	Junior Assistant	L-3

14.2) The regular continuous service of existing employees mentioned under sub rule (14.1.) prior to the initial constitution shall count for the all purposes.

15) Power to Relax:

Where the Board is of the opinion that it is necessary or expedient to do so, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these Rules with respect to any class or category of persons.

16) Other Provisions:

- On functional requirements, some of the vacant positions under a post with higher pay level within the cadre may be transferred to posts with lower pay level for the purpose of promotion and direct recruitment in the same cadre.
- The Institute is in the nascent stage of development. The higher level position in certain cadres is kept at ZERO as employees currently are not available to fill these posts and it may take considerable number of years for the existing employees to occupy these positions by way of promotion. It is expected to earmark specific number to these posts as and when additional positions become available.
- If any decision is taken to create a new post or re-structure any service, these Rules shall suitably be amended for that particular purpose with the approval of the Board.

17) Saving Clause:

- Nothing contained in these Rules shall affect reservations and other concessions for Scheduled Castes (SC), Schedule Tribes (ST), Other Backward Class (OBC),

Economically Weaker Sections (EWS), Ex-Servicemen and Persons with Disability (PWD) or any other specified categories in accordance with the orders issued by the GoI/MoE from time to time. The reservation roster shall also be updated and countersigned by the Liaison Officer.

- b) Nothing in these Rules shall prevent operation of any other mode of recruitment already made by the Institute with the approval of the competent authority.
- 18) **Review of the Rules:** These Rules may be reviewed once in 5 years or as and when considered necessary.





PART III

Classification of Staff and Career Progression





Classification of Staff

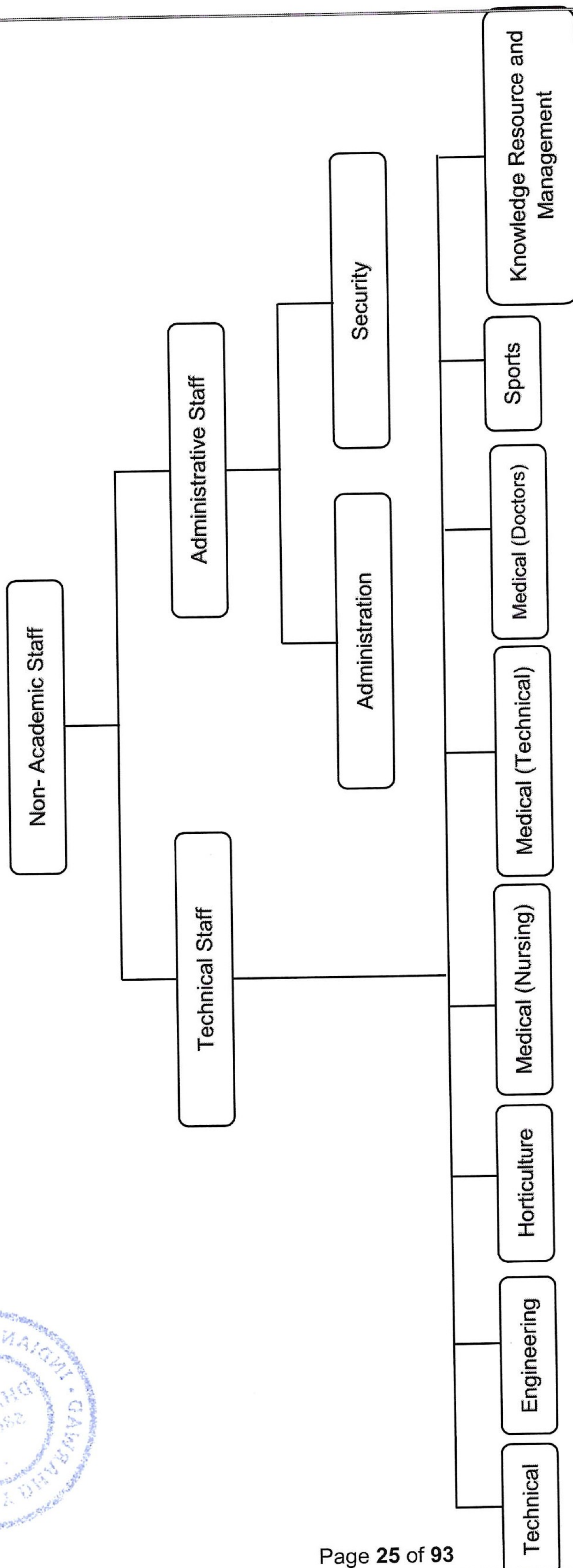


Figure 1 : Classification of Non-Academic Staff



Technical Cadre

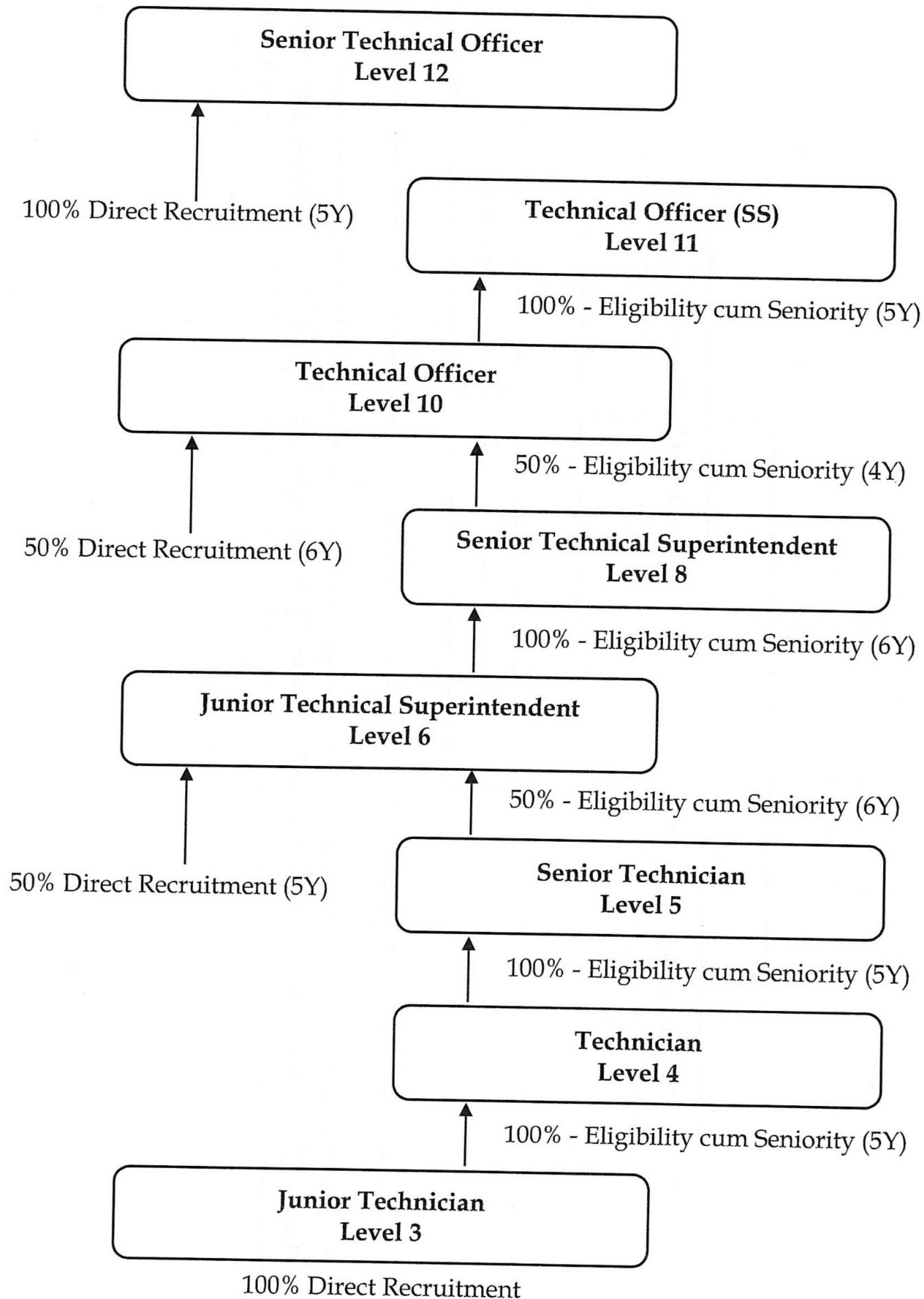


Fig. 2 : Career Progression of the Technical Cadre



Engineering Cadre

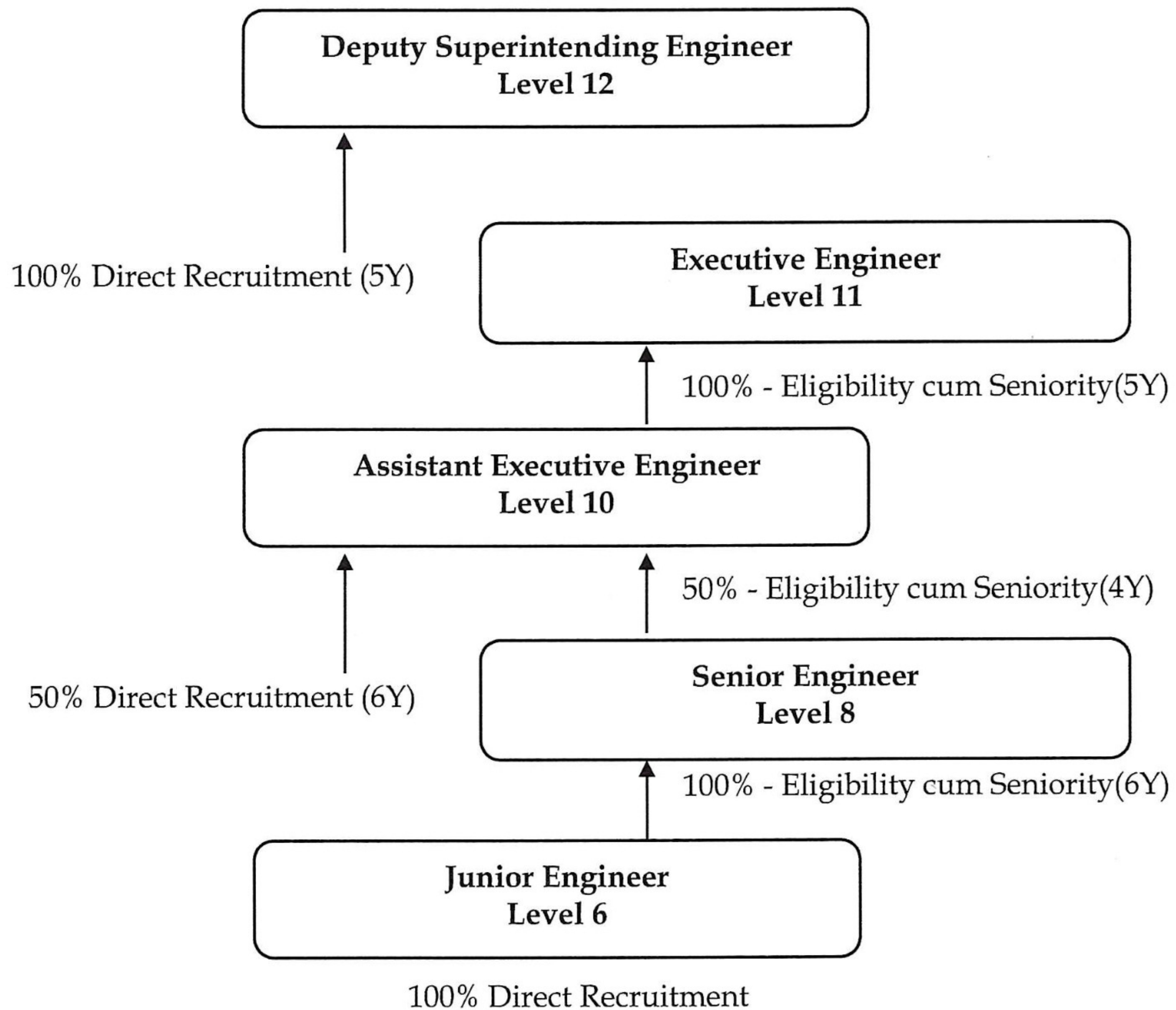


Fig. 3 : Career Progression of the Engineering Cadre



Horticulture

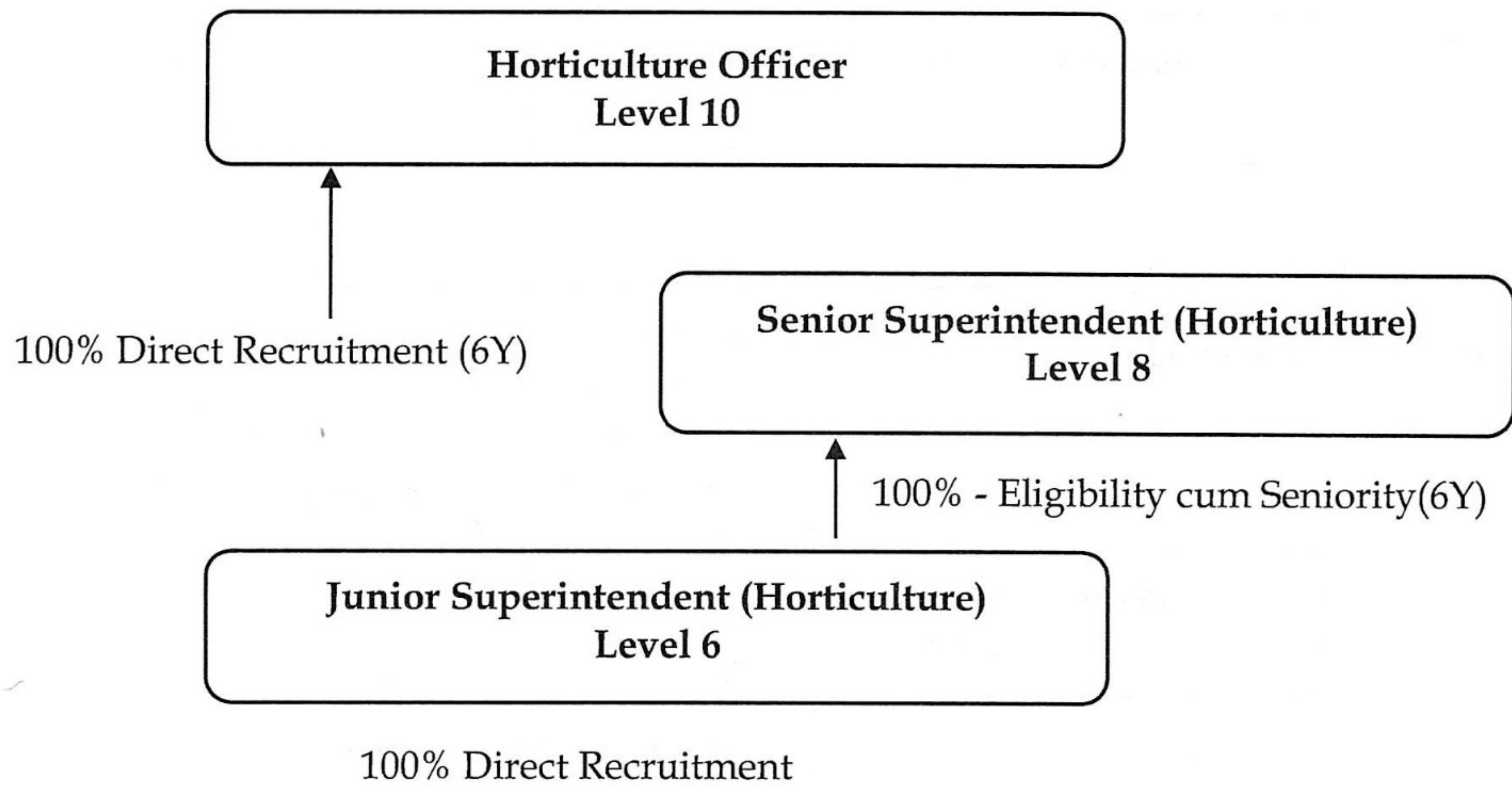


Fig. 4 : Career Progression of the Horticulture Cadre



Knowledge Resource and Management

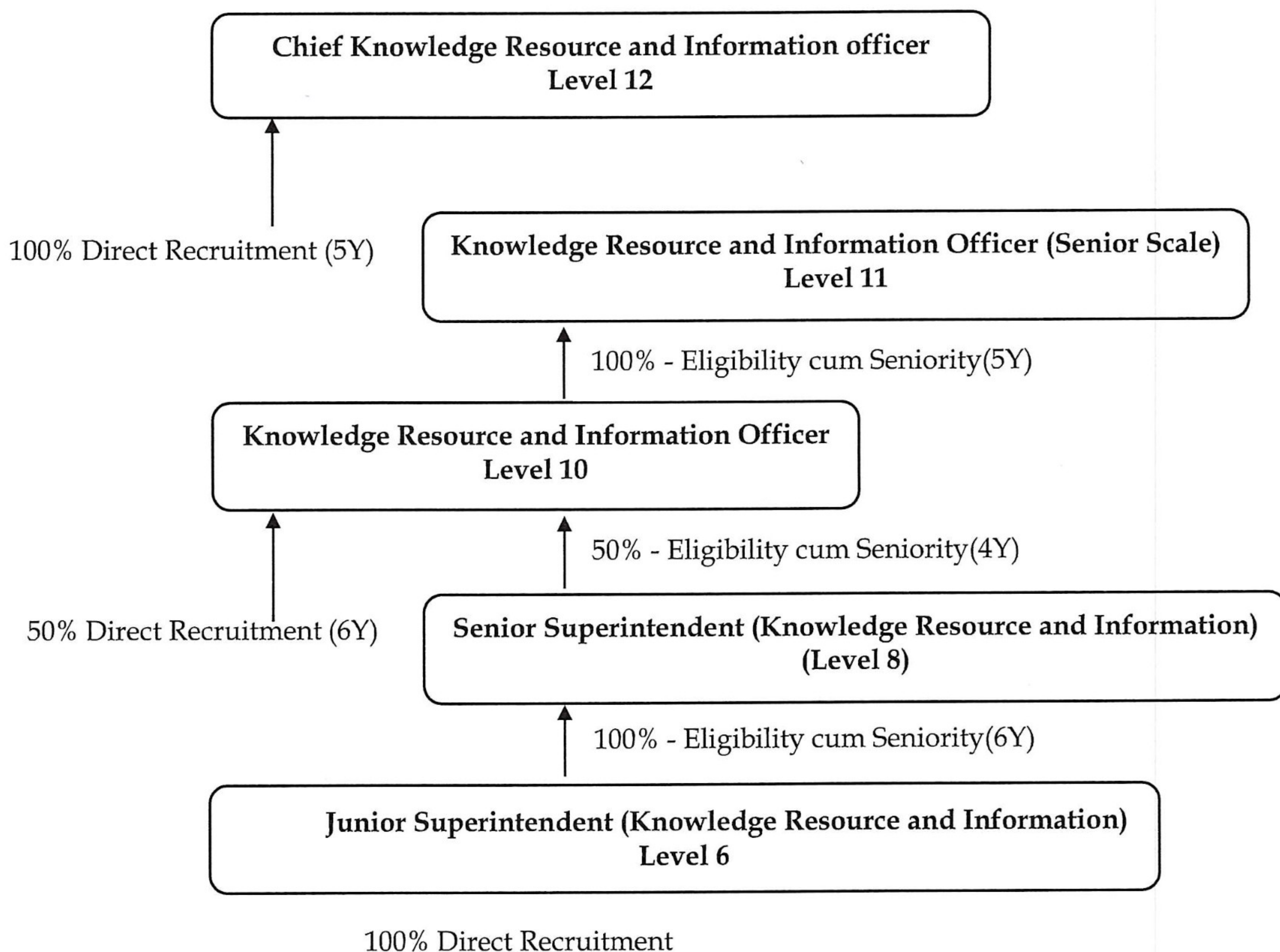


Fig. 5 : Career Progression of the Knowledge Resource and Management



Health Services (Doctors)

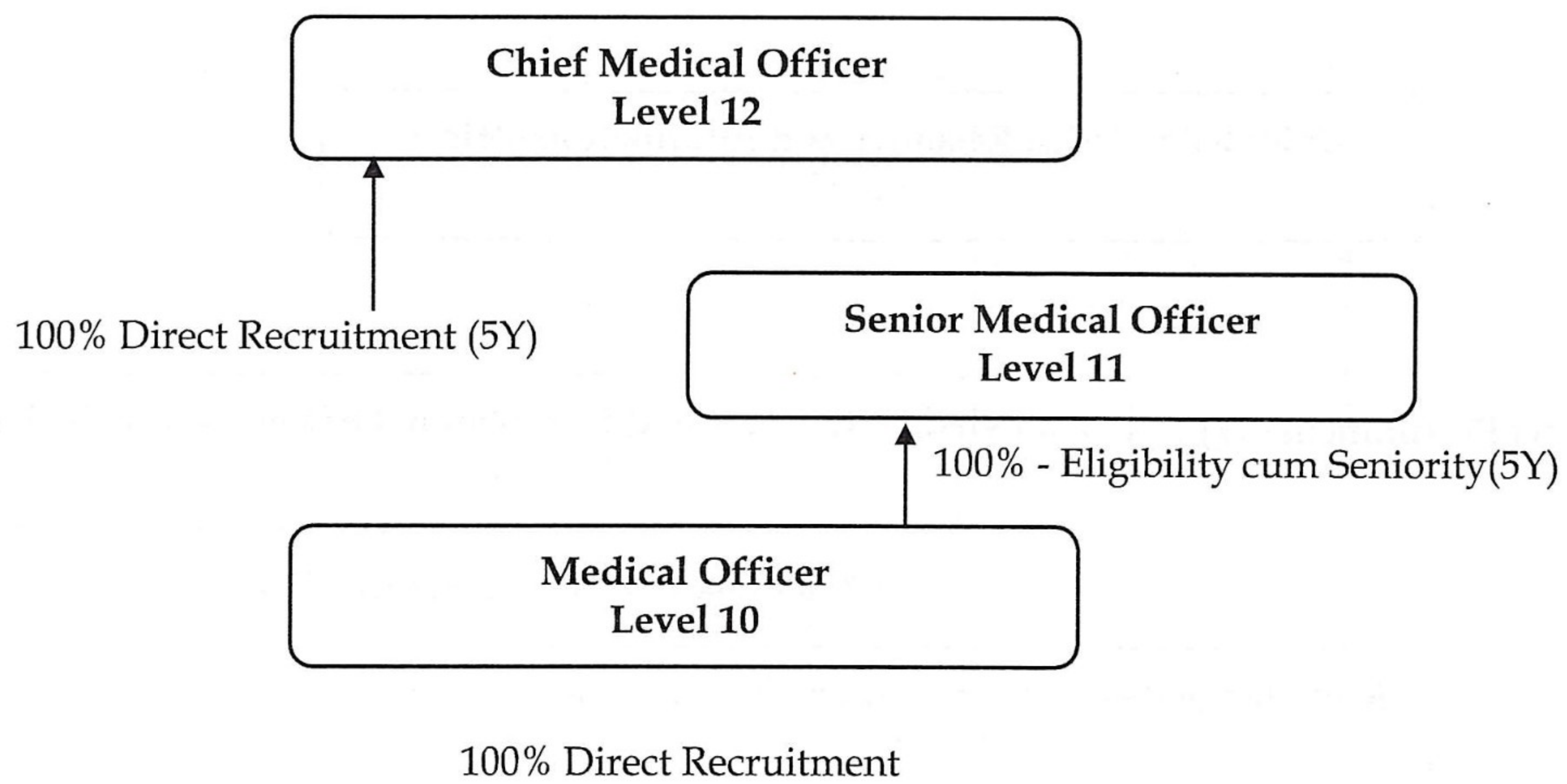


Fig. 6 : Career Progression of the Health Service (Doctor) Cadre



Health Services (Nursing)

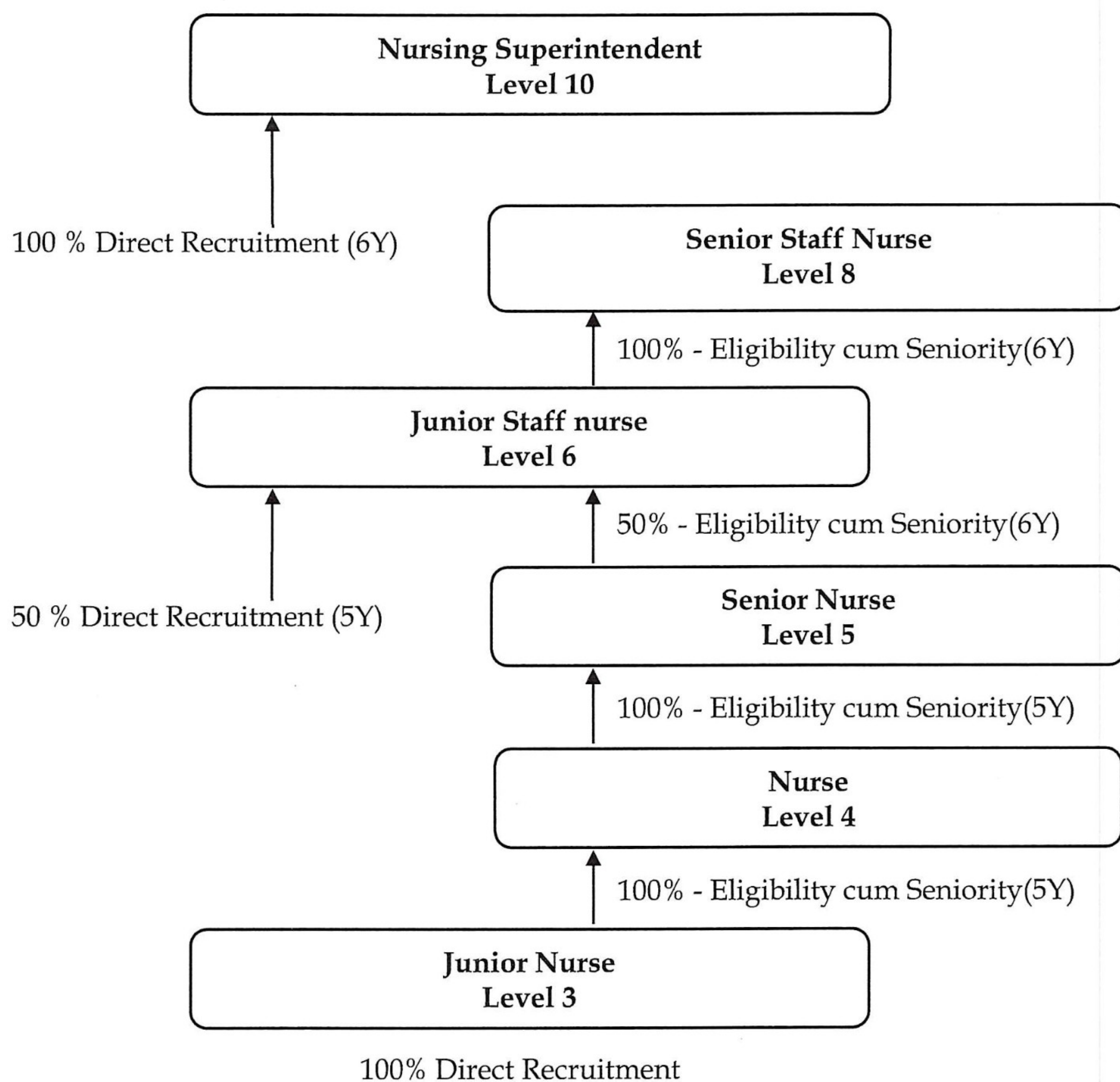


Fig. 7 : Career Progression of the Health Service (Nursing) Cadre



Health Services (Technical)

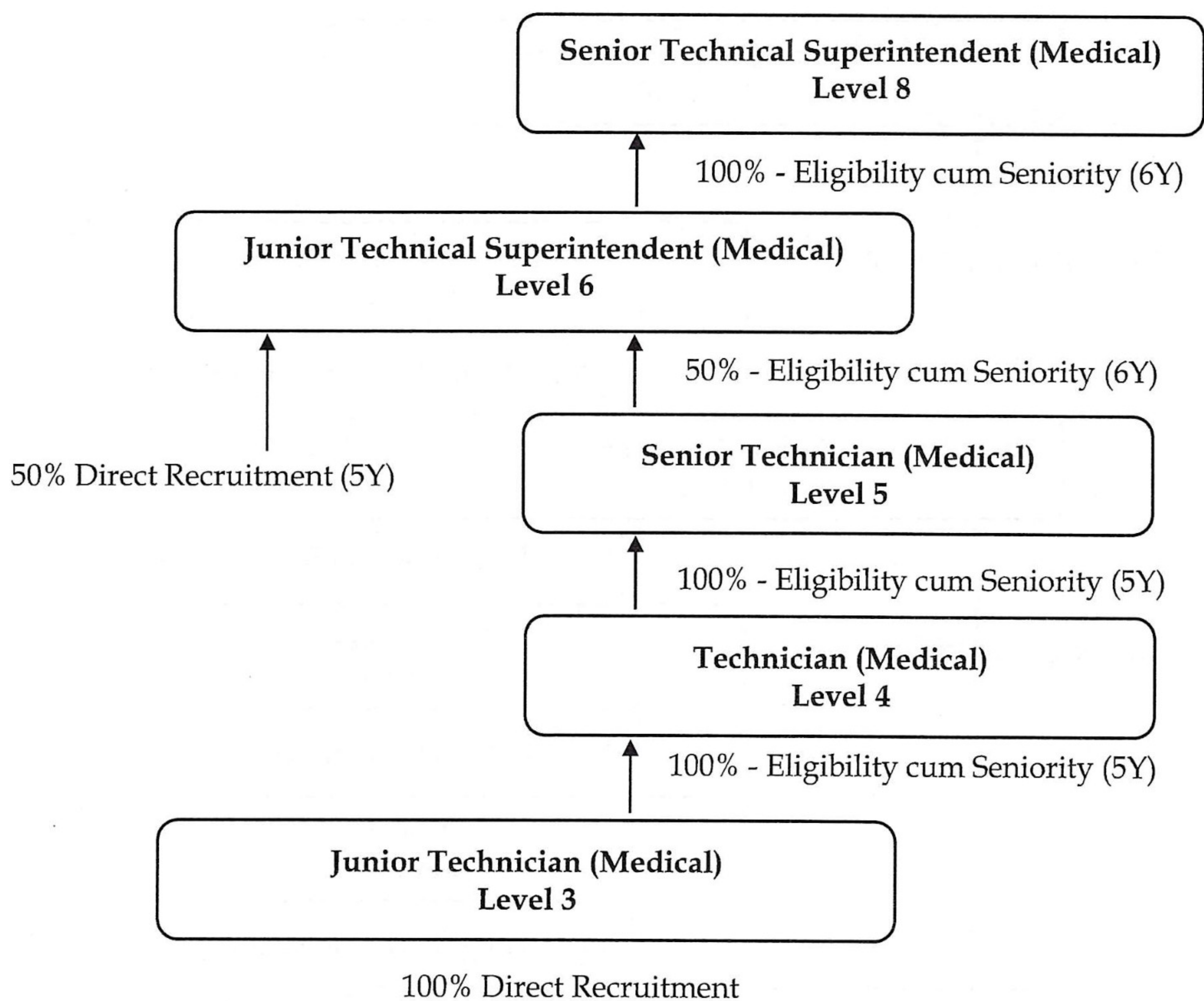


Fig. 8 : Career Progression of the Health Service (Technical) Cadre



Sports

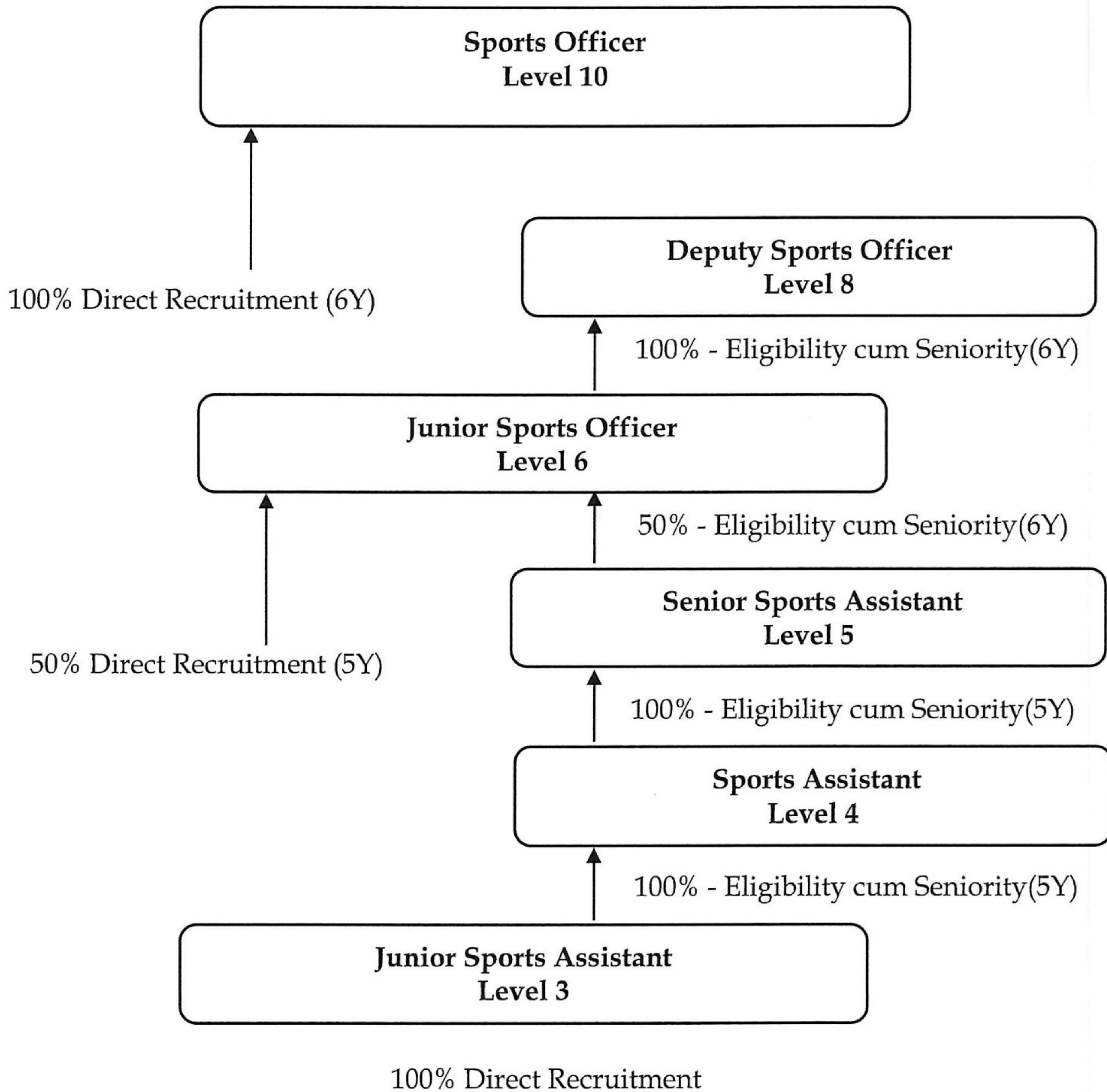


Fig. 9 : Career Progression of the Sports Cadre



Administrative Cadre

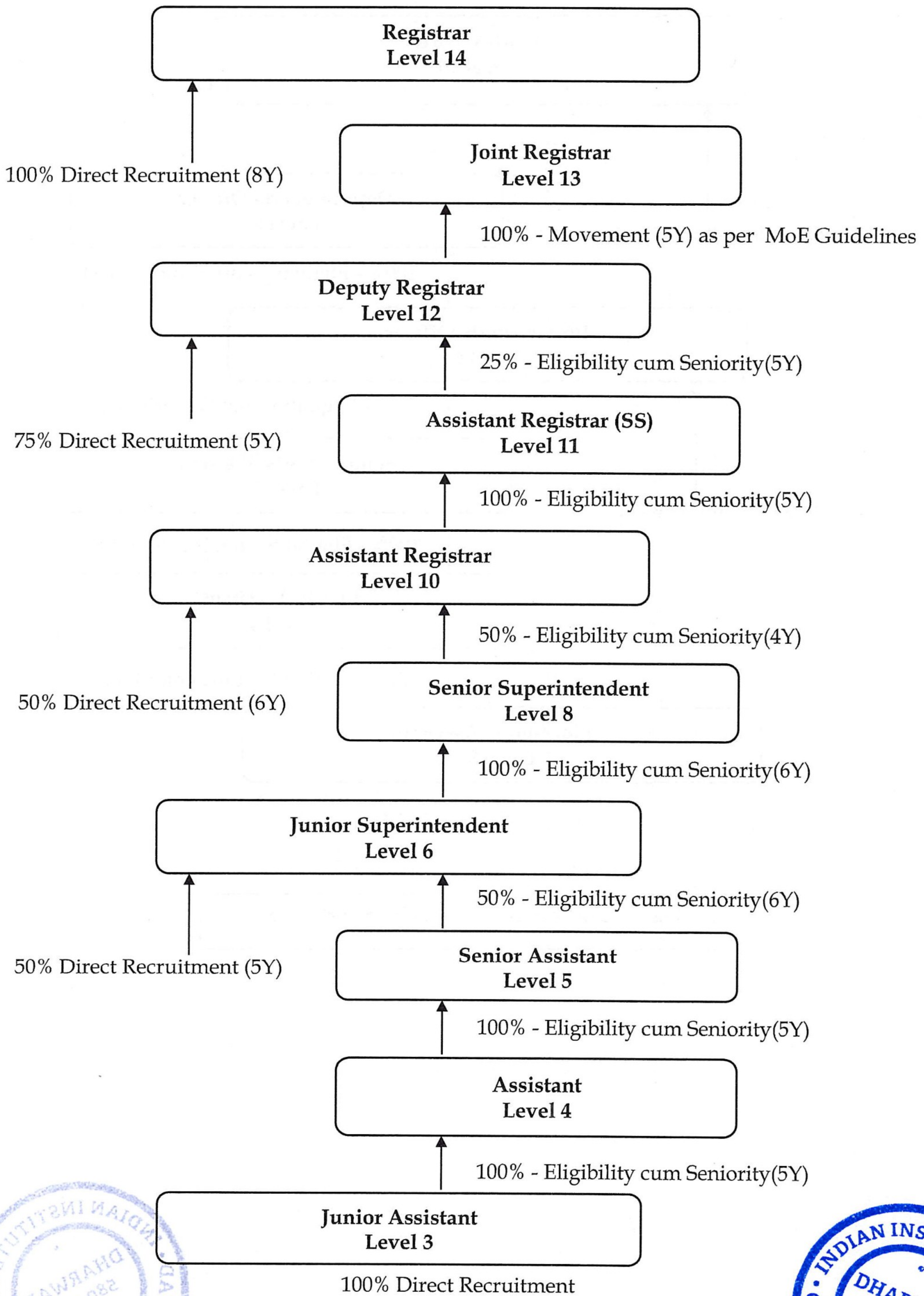


Fig. 10 : Career Progression of the Administrative Cadre

Security

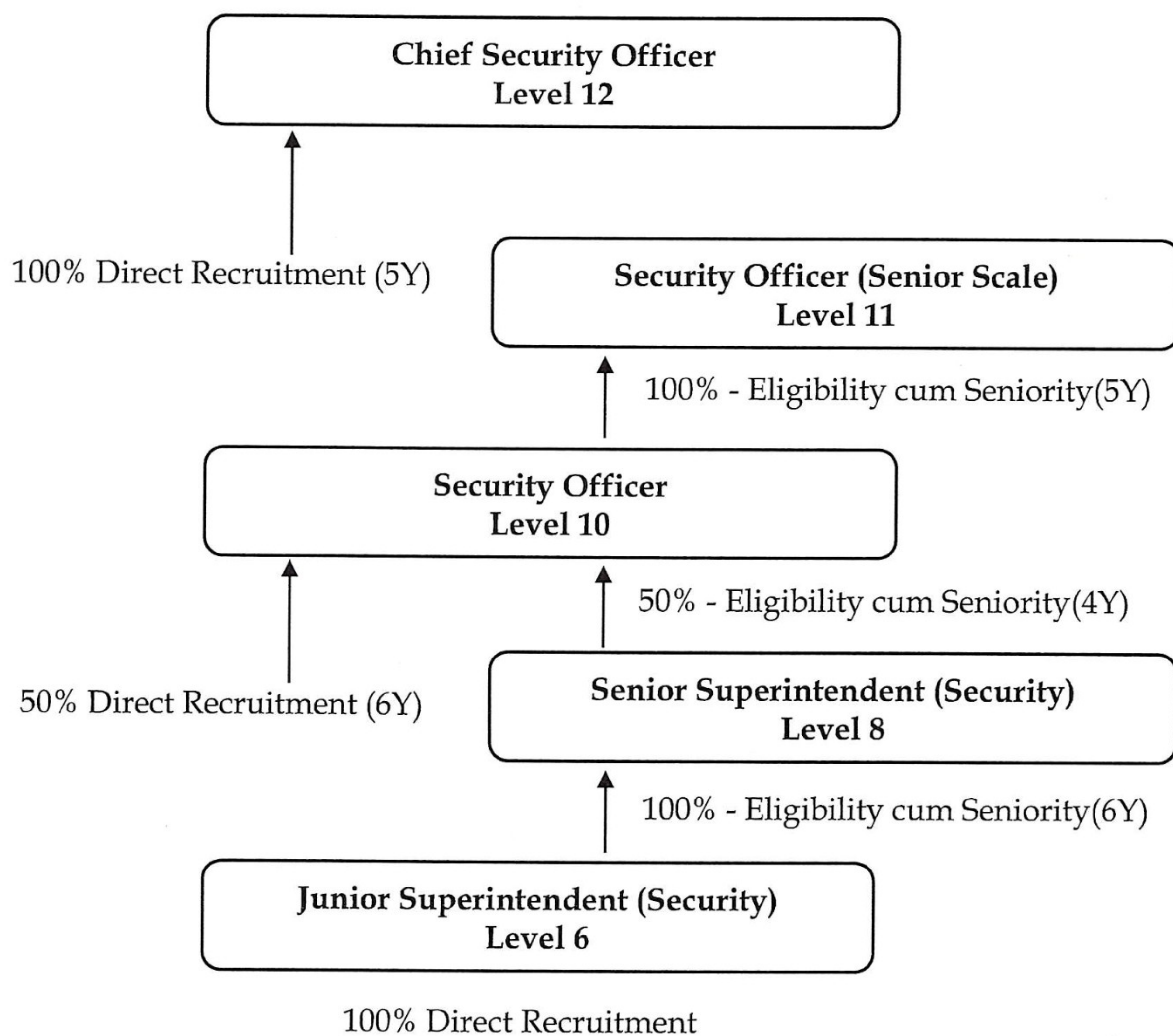


Fig. 11: Career Progression of the Security Cadre





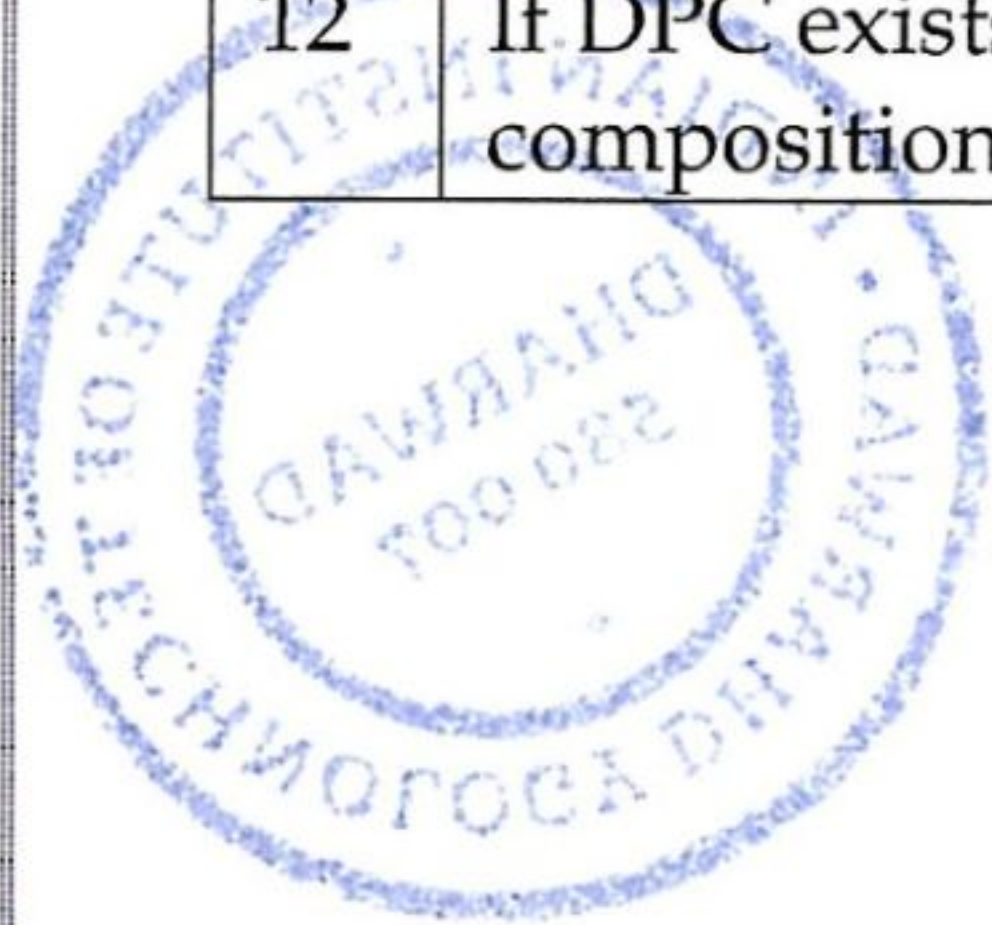
PART IV SCHEDULES





Senior Technical Officer

1	Name of the Post	Senior Technical Officer
2	Number of Posts	As per the sanctioned strength
3	Classification	Group A
4	Level in the pay matrix	Level 12
5	Whether Selection Post or Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	50 Years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>B.Tech. / B.E. / M.Sc. or equivalent degree in Relevant Field with a minimum of 60% marks or equivalent grade point average with relevant experience of five years in a technical / scientific post Pay Level - 10 and above or equivalent, and demonstrated ability of management of laboratory and operation of technical / scientific research facilities etc.</p> <p>Desirable:</p> <ol style="list-style-type: none"> 1) Proven track record of taking Initiatives in R & D Labs, Instructional Labs, Handling Projects, Establishment of new Facilities and so on. 2) Additional Qualification which are useful for the current positions such as Master degree/Doctoral degree in the relevant field. 3) Should possess leadership qualities.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotes	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



Technical Officer (Senior Scale)

1	Name of the Post	Technical Officer (Senior Scale)
2	Number of Posts	As per the sanctioned strength
3	Classification	Group A
4	Level in the pay matrix	Level 11
5	Whether Selection Post or Non-Selection Post	Non Selection
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotes	i. Age: No ii. Qualification : Yes
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion: Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Promotion: At least 5 years regular service as Technical Officer in Pay Level 10
12	If DPC exists, what is its composition	As constituted by the competent authority.



Technical Officer

1	Name of the Post	Technical Officer
2	Number of Posts	As per the sanctioned strength
3	Classification	Group A
4	Level in the pay matrix	Level 10
5	Whether Selection Post or Non-Selection Post	Non Selection
6	Age Limit for Direct Recruitment	42 years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>B.Tech. / B.E. / M.Sc. or equivalent degree in appropriate discipline with minimum of 60% marks or equivalent grade point average with relevant experience of Six years after the qualifying degree in Level 6 OR three years' experience in Level-7 and above or equivalent.</p> <p>(For applicants with full time M. Tech/M.E. or equivalent Degree, normal duration of Master's program would be counted towards experience (maximum 2 years).</p> <p>(For applicants with Ph. D. Degree in relevant discipline, normal duration of Ph. D program would be counted towards experience (maximum 3 years).</p> <p>Desirable:</p> <ol style="list-style-type: none"> 1) Proven track record of taking Initiatives in R & D Labs, Instructional Labs, Handling Projects, Establishment of new Facilities and so on. 2) Additional Qualification which are useful for the current positions such as Master degree/Doctoral degree in the relevant field. 3) Should possess leadership qualities.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<ol style="list-style-type: none"> i. Age - No ii. Educational Qualification - must possess at least degree in appropriate discipline
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<ol style="list-style-type: none"> i. By Direct Recruitment - 50% ii. By Promotion: Eligibility Cum Seniority Mode - 50%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Promotion: At least 4 years regular service as Senior Technical Superintendent in Pay Level 8.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Senior Technical Superintendent

1	Name of the Post	Senior Technical Superintendent
2	Number of Posts	As per the sanctioned strength
3	Classification	Group B
4	Level in the pay matrix	Level 8
5	Whether Selection Post or Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotes	i. Age : No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By ELIGIBILITY CUM SENIORITY: At least 6 years regular service as Technical Superintendent in Pay Level 6.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Technical Superintendent

1	Name of the Post	Junior Technical Superintendent (JTS)
2	Number of Posts	As per the sanctioned strength
3	Classification	Group B
4	Level in the pay matrix	Level 6
5	Whether Selection Post or Non-Selection Post	Selection
6	Age Limit for Direct Recruitment	34 Years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification and Experience:</p> <p>03 Year Diploma in respective Discipline with at least 60 % of marks or its equivalent CGPA grading with 06-year experience after diploma.</p> <p>OR</p> <p>Bachelor Degree (other than B. Tech/BE) in respective Discipline with at least 60% of marks or its equivalent CGPA grading with 05-year experience after degree.</p> <p>OR</p> <p>B. Tech/BE or equivalent degree in respective Discipline with at least 60 % of marks or its equivalent CGPA grading with 03-year experience after degree.</p> <p>For applicants with full time Master's Degree in respective discipline, normal duration of Master's program would be counted towards experience (max 2 years).</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotes	<p>i. Age - No</p> <p>ii. Educational Qualification -No</p>
9	Period of Probation, if any	<p>i. For Direct Recruitment : One year</p> <p>ii. For Promotion : One Year</p>
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>1) By Director Recruitment - 50 %</p> <p>2) By Promotion- 50%</p> <p>(i) Eligibility Cum Seniority Mode- 50%</p>
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By ELIGIBILITY CUM SENIORITY:</p> <p>At least 6 years regular service as Senior Technician in Pay Level 5.</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.

Senior Technician

1	Name of the Post	Senior Technician
2	Number of Posts	As per the sanctioned strength
3	Classification	Group C
4	Level in the pay matrix	Level 5
5	Whether Selection Post of Non-Selection Post	Selection
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotes	i. Age: No ii. Qualification : No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By ELIGIBILITY CUM SENIORITY: At least 5 years regular service as Technician in Pay Level 4.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Technician

1	Name of the Post	Technician
2	Number of Posts	As per the sanctioned strength
3	Classification	Group C
4	Level in the pay matrix	Level 4
5	Whether Selection Post of Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotes	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 5 years regular service as Junior Technician in Pay Level 3
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Technician

1	Name of the Post	Junior Technician
2	Number of Posts	As per the sanctioned strength
3	Classification	Group C
4	Level in the pay matrix	Level 3
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	27 Years
7	Educational and Other Qualifications required for direct recruits	Qualification and Experience: 3-year Diploma in Engineering in appropriate discipline with at least 60 % of marks or its equivalent CGPA with relevant experience of Two years after the diploma. OR Bachelor's degree in appropriate discipline with at least 60 % of marks or its equivalent CGPA.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotes	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



Deputy Superintending Engineer

1	Name of the Post	Deputy Superintending Engineer
2	Number of Posts	As per the sanctioned strength
3	Classification	Group A
4	Level in the Pay matrix	Level 12
5	Whether Selection Post or Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	50 Years
7	Educational qualifications and experience required for direct recruits	<p>Qualification and Experience:</p> <p>B.Tech./B.E. in relevant field with a minimum of 60% marks or equivalent grade point average with relevant experience of five years in a post in Pay Level-10 and above or equivalent or comparable experience in other institutions.</p> <p>Applicants should have demonstrated ability in construction and design, planning and execution of capital works including preparation of estimates and tender documents, maintenance of township including water supply, roads, drainage systems etc.</p> <p>Experience in preventive maintenance, retrofitting, rehabilitation and alteration works; Estate Management of residential township. Exposure to modern management / construction techniques.</p> <p>Experience of working with High Tension lines, electrical maintenance, planning and execution of electrical works sub-station designing and estimation, electrical management of large organisations etc., as relevant to the profession.</p> <p>Experience of working with MEP, HVAC, STP and so on.</p> <p>Desirable:</p> <p>1) Proven Track record of handling projects/works related to civil, Electrical, MEP, etc. in reputed organization of relevant magnitude and qualities.</p> <p>2) Working Knowledge of ICT and Latest relevant softwares such as CAD, BIM, and so on.</p> <p>3) Computer literacy and experience of working with computer office applications</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	For Direct Recruitment: One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable

Executive Engineer

1	Name of the Post	Executive Engineer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group A
4	Level in the Pay matrix	Level 11
5	Whether Selection Post of Non-Selection Post	Non Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification : No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion: Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Promotion: At least 5 years regular service as Assistant Executive Engineer in Pay Level 10
12	If DPC exists, what is its composition	As constituted by the competent authority.



Assistant Executive Engineer

1	Name of the Post	Assistant Executive Engineer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group A
4	Level in the Pay matrix	Level 10
5	Whether Selection Post of Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	42 years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification and Experience:</p> <p>B. Tech./B.E. or equivalent in relevant field with at least 60 % marks or equivalent grade point average with at least 6 years of relevant experience in Level - 6 OR 3 years' experience in Level 7 and above after the qualifying degree.</p> <p>Relevant experience should be from CPWD/State PWD, Centrally funded Institutions, or similar organized services/PSU, Statutory or Autonomous Organizations/Universities/reputed organization under Central/State Government or equivalent in reputed private organization.</p> <p>For applicants with full-time M.Tech /M.E. or equivalent, the normal duration of Master's program would be counted towards experience (Max 2 Years).</p> <p>Experience of working with High Tension lines, electrical maintenance, planning and execution of electrical works sub-station designing and estimation, electrical management of large organisations etc., as relevant to the profession.</p> <p>Experience of working with MEP, HVAC, STP and so on.</p> <p>Desirable:</p> <p>1) Proven Track record of handling projects/works related to civil, Electrical, MEP, etc. in reputed organization of relevant magnitude and qualities.</p> <p>2) Working Knowledge of ICT and Latest relevant softwares such as CAD, BIM, and so on.</p> <p>3) Computer literacy and experience of working with computer office applications</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<p>i. Age - No</p> <p>ii. Educational Qualification - must possess at least engineering degree in appropriate discipline</p>
9	Period of Probation, if any	<p>i. For Direct Recruitment : One years</p> <p>ii. For Promotion : One year</p>
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>1) By Direct Recruitment - 50%</p> <p>2) By Promotion: Eligibility Cum Seniority Mode - 50%</p>
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By Promotion:</p> <p>At least 4 years regular service as Senior Engineer in Pay Level 8</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.

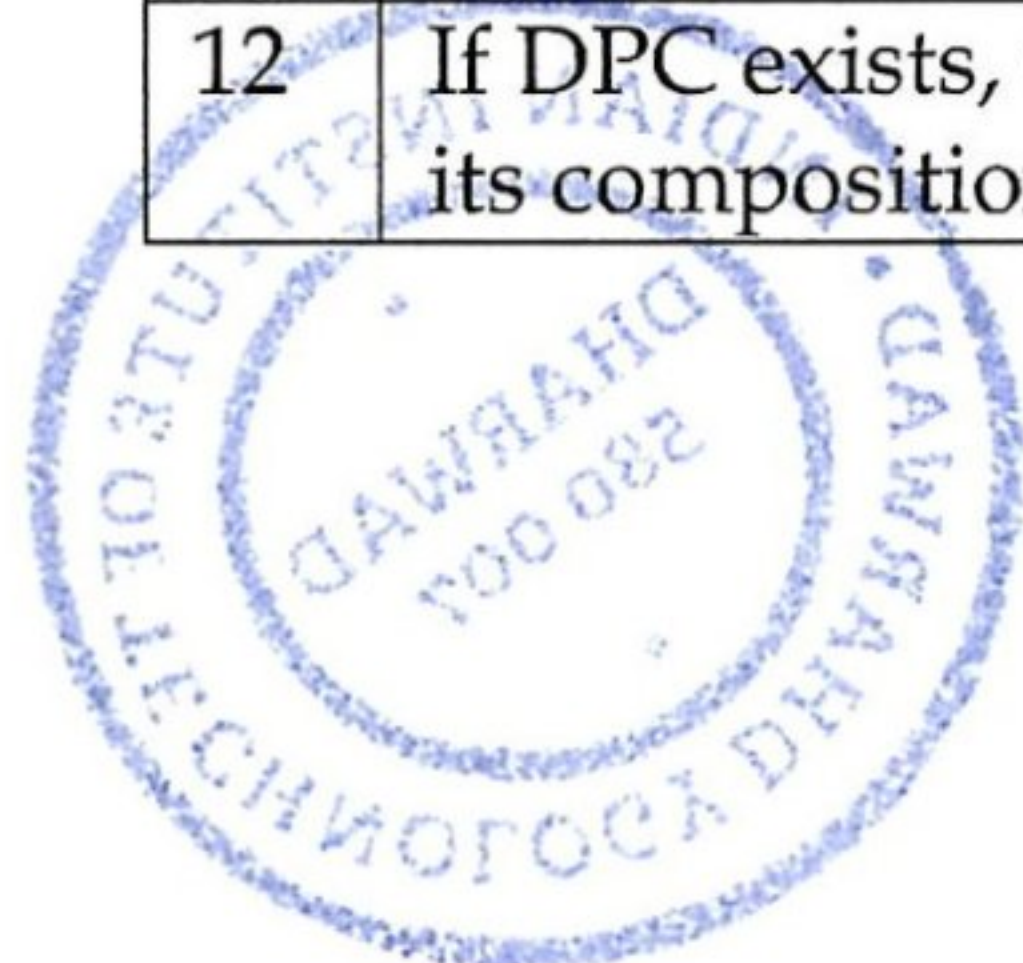
Senior Engineer

1	Name of the Post	Senior Engineer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay matrix	Level 8
5	Whether Selection Post of Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification : No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 6 years regular as Assistant Engineer service in Pay Level 6.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Engineer

1	Name of the Post	Junior Engineer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay matrix	Level 6
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	34 Years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification and Experience:</p> <p>03 Year Diploma in relevant field of Engineering with at least 60 % of marks or its equivalent CGPA grading with 06-year experience after diploma.</p> <p>B. Tech/B.E. or equivalent degree in relevant field with at least 60% of marks or its equivalent CGPA grading with 03-year experience after degree. Applicants with integrated M. Tech/M.E. degree will also be eligible.</p> <p>Applicants with full time Master's Degree in respective discipline, normal duration of Master's program would be counted towards experience (max 2 years).</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	For Direct Recruitment: One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment – 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not applicable



Horticulture Officer

1	Name of the Post	Horticulture Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group A
4	Level in the Pay Matrix	Level 10
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	42
7	Educational and Other Qualifications required for direct recruits	<p>A. Essential Qualification: Four-year Bachelor Degree in Horticulture/ Agriculture/Forestry with minimum 60% marks or equivalent grade point average.</p> <p>B. Essential Experience: 6 years relevant experience in Pay Level 06 and above or equivalent OR 3 years in Pay Level 07 and above or equivalent.</p> <p>(For applicants with full time Master's Degree in Horticulture/ Agriculture/Forestry, normal duration of Master's program would be counted towards experience (maximum 2 years).</p> <p>Desirable:</p> <ol style="list-style-type: none"> 1) Proven record of developing and maintaining of a big campus with development skills in landscaping, Plantation keeping in view the local flora fauna. 2) Computer literacy and experience of working with computer office applications 3) Knowledge and experience of having undertaken vermin-composting of organic solid waste 4) Experience of working in large townships
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable

Senior Superintendent (Horticulture)

1	Name of the Post	Senior Superintendent (Horticulture)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 8
5	Whether Selection Post of Non-Selection Post	Selection
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification : No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 6 years regular service as Superintendent (Horticulture) in Pay Level 6.
12	If DPC exists, what is its composition	As constituted by the competent authority.



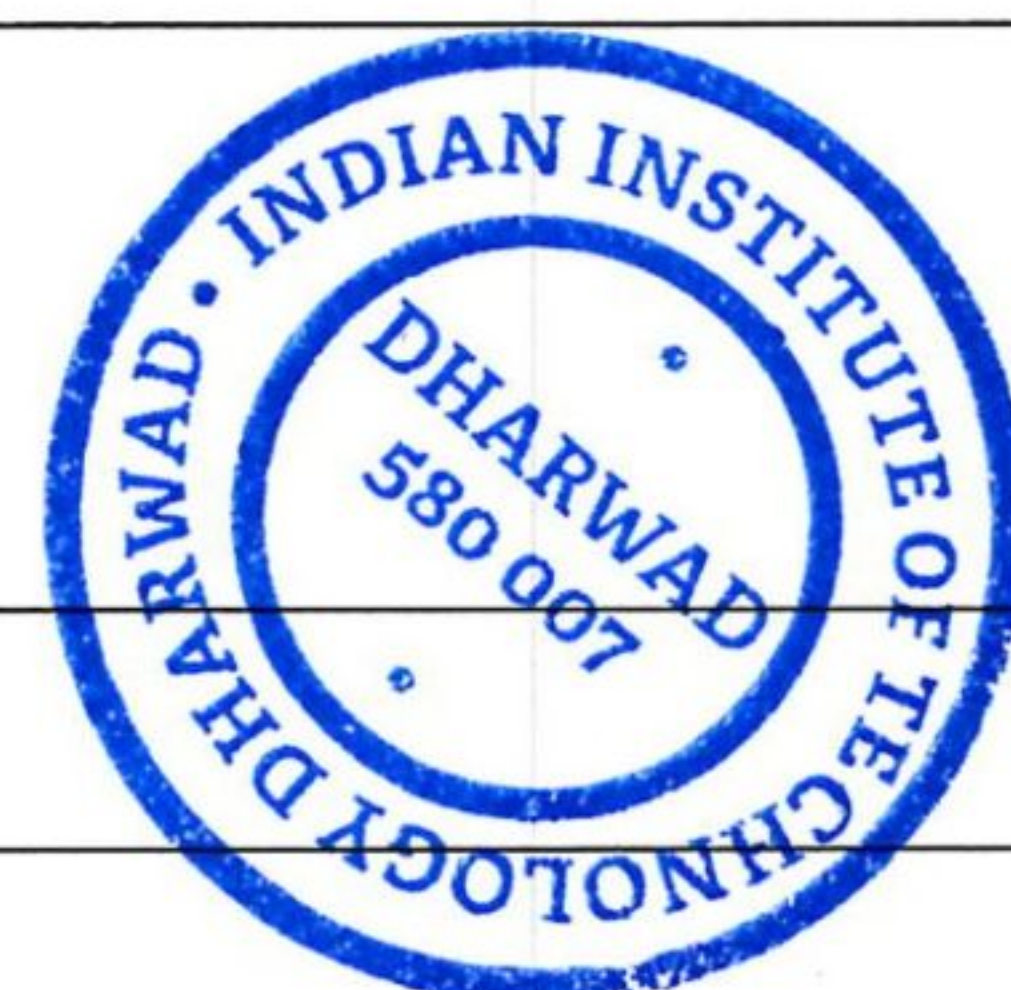
Junior Superintendent (Horticulture)

1	Name of the Post	Junior Superintendent (Horticulture)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 6
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	34 years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>Four Years Bachelor's degree in Horticulture/ Agriculture/ Forestry or equivalent degree with a minimum of 60% of marks in relevant experience of Three years after the degree. If the bachelor's degree is three years of duration in Agriculture/Horticulture/Forestry then the relevant experience should be for four years after the degree.</p> <p>(For applicants with full time Master's Degree, normal duration of Master's program would be counted towards experience (maximum 2 years).</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



Chief Knowledge Resource and Information Officer

1	Name of the Post	Chief Knowledge resource and Information officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group A
4	Level in the Pay matrix	Level 12
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	50 years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>Master Degree in Library Science/ Library and Information Science/ Documentation Science/ Information Science/Data Science or equivalent degree in appropriate discipline with minimum of 60% marks or equivalent grade point average with relevant experience of five years after the qualifying degree in Level 10 and above or equivalent.</p> <p>Relevant experience:</p> <ol style="list-style-type: none"> 1. Knowledge Management tools and techniques including setting up of repositories, content and data creation, searching technical and commercial data bases, 2. Experience in the following areas: Computerization of KRC, Networking, Automation, Data and information Science, Library etc. after the qualifying degree. <p>Desirable:</p> <ol style="list-style-type: none"> 1. Proven track record of taking Initiatives in Developing interactive Library Management, Establishment of new Facilities like NPTEL, SWAYAM, NDIL and so on. 2. Additional Qualification which are useful for the current positions such as Doctoral degree, IT/Computer Application/Management, research in Knowledge Resource Management domain. 3. Leadership qualities.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment – 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



Knowledge Resource and Information Officer (Senior Scale)

1	Name of the Post	Knowledge resource and Information Officer (Senior Scale)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group A
4	Level in the Pay matrix	Level 11
5	Whether Selection Post of Non-Selection Post	Non Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification : Yes
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion : Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By ELIGIBILITY CUM SENIORITY: At least 5 years regular service as Knowledge Resource and Information Officer in Pay Level 10.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Knowledge Resource and Information Officer

1	Name of the Post	Knowledge Resource and Information Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group A
4	Level in the Pay matrix	Level 10
5	Whether Selection Post or Non-Selection Post	Selection post
6	Age Limit for Direct Recruitment	42 years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification and Experience: Master Degree in Library Science/ Library and Information Science/ Documentation Science/ Information Science/Data Science or equivalent degree in appropriate discipline with minimum of 60% marks or equivalent grade point average with relevant experience of Six years after the qualifying degree in Level 6 OR three years' experience in Level-7 and above or equivalent.</p> <p>Relevant experience should be in the following areas: Computerization of KRC, Networking, Automation, Data and information Science, Library etc. after the qualifying degree (For applicants with Ph. D. Degree in relevant discipline, normal duration of Ph. D program would be counted towards experience (maximum 3 years).</p> <p>Desirable:</p> <ol style="list-style-type: none"> 1. Proven track record of taking Initiatives in Developing interactive Library Management, Establishment of new Facilities like NPTEL, SWAYAM, NDIL and so on. 2. Additional Qualification which are useful for the current positions such as Doctoral degree, IT/Computer Application/Management, research in Knowledge resource Management domain. 3. Leadership qualities.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<ol style="list-style-type: none"> i. Age : No ii. Qualification : No
9	Period of Probation, if any	<ol style="list-style-type: none"> i. For Direct recruitment: One year ii. For promotion : One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<ol style="list-style-type: none"> 1) By Direct Recruitment - 50% 2) By Promotion <ol style="list-style-type: none"> (i) Eligibility Cum Seniority Mode - 50%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By ELIGIBILITY CUM SENIORITY: At least 4 years regular service as Senior Superintendent (Knowledge Resource and Information) in Pay Level 8</p>
12	If DPC exists, what is its composition	As constituted by the competent authority

Senior Superintendent (Knowledge Resource and Information)

1	Name of the Post	Senior Superintendent (Knowledge Resource and Information)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the pay matrix	Level 8
5	Whether Selection Post or Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 6 years regular service as Superintendent (Knowledge Resource and Information) in Pay Level 6.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Superintendent (Knowledge Resource and Information)

1	Name of the Post	Junior Superintendent (Knowledge Resource and Information)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the pay matrix	Level 6
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	34 years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification and Experience:</p> <p>Bachelor Degree/Master Degree in Library Science/ Library and Information Science/ Documentation Science/ Information Science/Data Science/ or equivalent degree with at least 60% of marks or its equivalent CGPA grading.</p> <p>Experience:</p> <p>1. Bachelor Degree with at least 5 years/ Master Degree with at least 4 years.</p> <p>2. Relevant experience in computerization of KRC, Networking, Automation, Data and information Science, Library etc. after the qualifying degree.</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment – 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable

Chief Medical Officer

1	Name of the Post	Chief Medical Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-12
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	50 Years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>M.D or M.S in clinical disciplines of Medicine with 5 Year experience in Level 10 or equivalent.</p> <p style="text-align: center;">OR</p> <p>Postgraduate Diploma in clinical disciplines of Medicine plus at least 6-year experience (out of which 5 year should be on Level 10 and above or equivalent) in a recognized hospital.</p> <p>Desirable:</p> <ol style="list-style-type: none"> 1. The above qualifications Diploma / MD/ MS preferably in medicine, chest diseases, pediatrics, Obstetrics and Gynecology & Family medicine. 2. The work experience should be in a medical college or large Govt./ Private Hospitals of repute.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	For Direct recruitment: One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable

Senior Medical Officer

1	Name of the Post	Senior Medical Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-11
5	Whether Selection Post or Non-Selection Post	Non Selection
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification : Yes
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 5 years regular service as Medical Officer in Pay Level 10.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Medical Officer

1	Name of the Post	Medical Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-10
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	42 Years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>M.B.B.S. including completion of compulsory rotatory internship followed by at least 3 year of experience in recognized hospital</p> <p style="text-align: center;">OR</p> <p>MBBS + Postgraduate Diploma in clinical disciplines of Medicine plus at least one-year experience in a recognized hospital.</p> <p style="text-align: center;">OR</p> <p>M.D or M.S in clinical disciplines of Medicine</p> <p>Desirable:</p> <ol style="list-style-type: none"> The above qualifications PG Diploma/ MD/ MS preferably in medicine, chest diseases, pediatrics, Obstetrics and Gynecology & Internal Medicine. The work experience should be in a medical college or large Govt./ Private Hospitals of repute.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable

Nursing Superintendent

1	Name of the Post	Nursing Superintendent
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-10
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	42 Years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>Four Year B.Sc. (Nursing) or equivalent degree in appropriate discipline with minimum of 60% marks or equivalent grade point average with relevant experience of Six years after the qualifying degree in Level 6 OR three years' experience in Level-7 and above or equivalent.</p> <p>(For applicants with full time M.Sc (Nursing) or equivalent Degree, normal duration of Master's program would be counted towards experience (maximum 2 years).</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	For Direct recruitment: One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



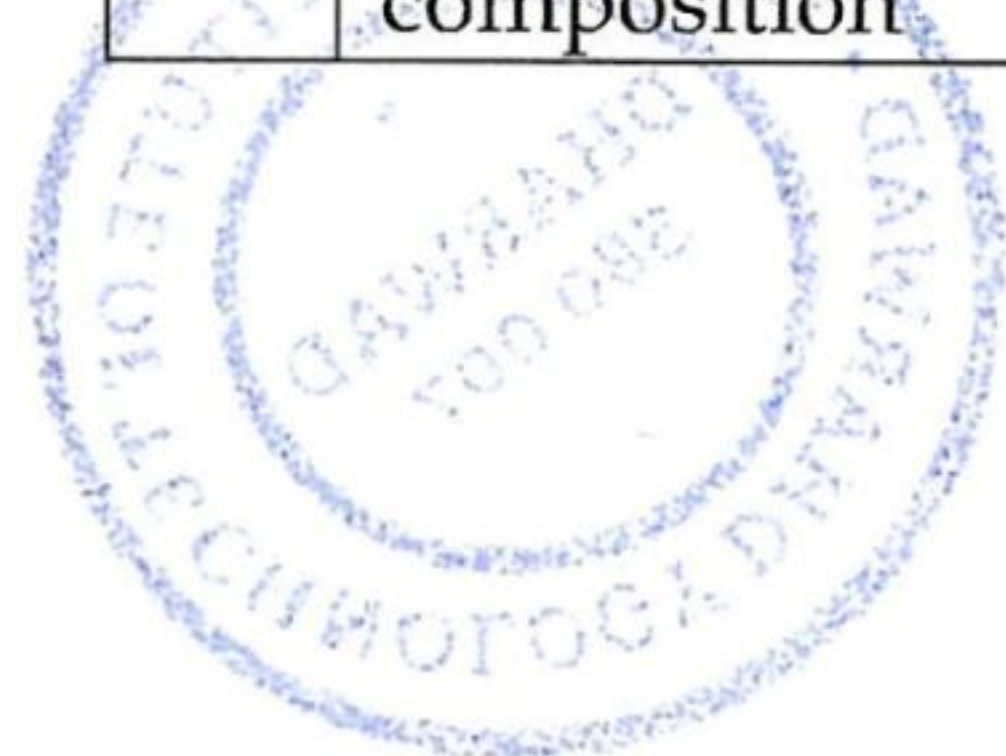
Senior Staff Nurse

1	Name of the Post	Senior Staff Nurse
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 8
5	Whether Selection Post of Non-Selection Post	Selection post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification: No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 6 years regular service as Staff Nurse in Pay Level 6.
12	If DPC exists, what is its composition	As constituted by the competent authority.



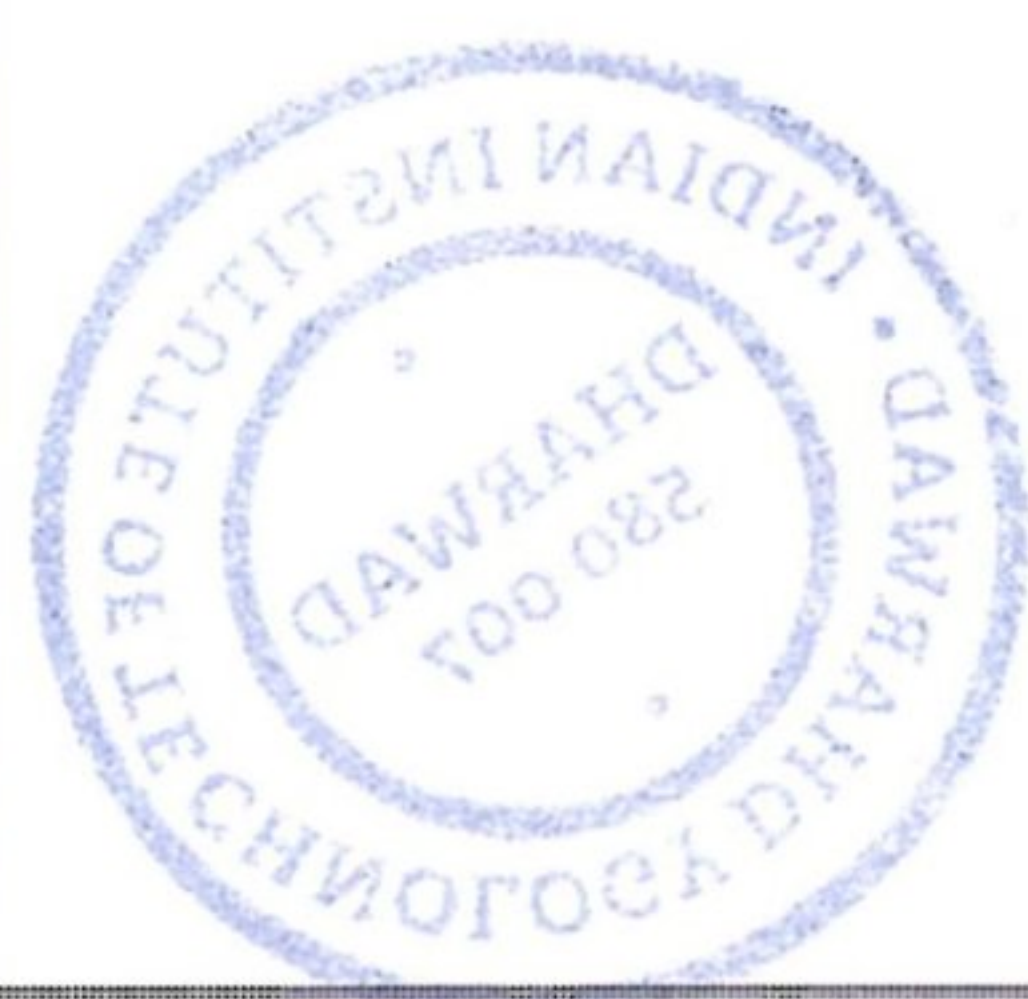
Junior Staff nurse

1	Name of the Post	Junior Staff nurse
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 6
5	Whether Selection Post of Non-Selection Post	Selection
6	Age Limit for Direct Recruitment	34 years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>03 Year Diploma in General Nursing and Midwifery with at least 60 % of marks or its equivalent CGPA grading with 06-year experience after diploma in a hospital recognized by the Central or State Nursing Council.</p> <p>OR</p> <p>Four Year B.Sc. (Nursing) or equivalent degree recognized by Central or State Nursing Council with at least 60 % of marks or its equivalent CGPA grading with 03 year experience after degree in a Registered Hospital.</p> <p>For applicants with full time Master's Degree in respective discipline, normal duration of Master's program would be counted towards experience (max 2 years).</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<p>i. Age : No</p> <p>ii. Qualification : No</p>
9	Period of Probation, if any	<p>i. For Direct recruitment : One year</p> <p>ii. For promotion : One year</p>
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>1. By Direct Recruitment : 50%</p> <p>2. By Promotion -</p> <p>(i) Eligibility Cum Seniority Mode - 50%</p>
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By Eligibility Cum Seniority:</p> <p>At least 6 years' regular service as Senior Nurse in Pay Level 5.</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.



Senior Nurse

1	Name of the Post	Senior Nurse
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 5
5	Whether Selection Post of Non-Selection Post	Selection
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode – 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 5 years regular service as Nurse in Pay Level 4.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Nurse

1	Name of the Post	Nurse
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 4
5	Whether Selection Post of Non-Selection Post	Selection
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion - 100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 5 years regular service Junior Nurse in Pay Level 3.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Nurse

1	Name of the Post	Junior Nurse
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 3
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	27 years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience: 03 Year Diploma in General Nursing and Midwifery recognized by the Central or State Nursing Council with at least 60 % of marks or its equivalent CGPA grading with 01 year experience after diploma in a Registered Hospital.</p> <p style="text-align: center;">OR</p> <p>Four Year B.Sc. (Nursing) or equivalent degree with at least 60 % of marks or its equivalent CGPA grading.</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



Senior Technical Superintendent (Medical)

1	Name of the Post	Senior Technical Superintendent (Medical)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 8
5	Whether Selection Post of Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification: No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 6 years regular service as Technical Superintendent (Medical) in Pay Level 6
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Technical Superintendent (Medical)

1	Name of the Post	Junior Technical Superintendent (Medical)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 6
5	Whether Selection Post of Non-Selection Post	Selection post
6	Age Limit for Direct Recruitment	34 years
7	Educational and Other Qualifications required for direct recruits	<p>03 Year Diploma in respective Discipline with at least 60 % of marks or its equivalent CGPA grading with 06-year experience after diploma.</p> <p>OR</p> <p>Bachelor Degree in appropriate discipline with at least 60% of marks or its equivalent CGPA grading with 05-year experience after degree.</p> <p>For applicants with full time Master's Degree in respective discipline, normal duration of Master's program would be counted towards experience (max 2 years).</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<p>i. Age - No</p> <p>ii. Educational Qualification - Must possess at least diploma in appropriate discipline</p>
9	Period of Probation, if any	<p>i. For Direct recruitment : One year</p> <p>ii. For promotion : One year</p>
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>1. By Director Recruitment - 50 %</p> <p>2. By Promotion- 50%</p> <p>i. Eligibility Cum Seniority Mode - 50%</p>
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By Eligibility Cum Seniority:</p> <p>At least 6 years' regular service as Senior Technician (Medical) in Pay Level 5.</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.



Senior Technician (Medical)

1	Name of the Post	Senior Technician (Medical)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 5
5	Whether Selection Post of Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 5 years regular service as Technician (Medical) in Pay Level 4.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Technician (Medical)

1	Name of the Post	Technician (Medical)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 4
5	Whether Selection Post of Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 5 years regular service as Junior Technician (Medical) in Pay Level 3
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Technician (Medical)

1	Name of the Post	Junior Technician (Medical)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 3
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	27 years
7	Educational and Other Qualifications required for direct recruits	Qualification and Experience: 1. 10+2 in Science or equivalent 2. Diploma in medical laboratory technics with at least 60% marks from a recognized university/ Institute. 3. Experience: One year in medical laboratory OR Bachelor's degree in appropriate discipline with at least 60% marks from the recognized university/ Institute.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment – 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



Sports Officer

1	Name of the Post	Sports Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group A
4	Level in the Pay matrix	Level 10
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	42 Years
7	Educational and Other Qualifications required for direct recruits	<p>Qualification and Experience:</p> <p>Master's degree in Physical Education / Sports Science with a minimum of 60% marks or equivalent grade point average with relevant experience of Six years after the qualifying degree in Level 6 OR Three Years in Level - 7 and above.</p> <p>For applicants with Ph. D. Degree in relevant discipline, normal duration of Ph. D program would be counted towards experience (maximum 3 years).</p> <p>Applicants should have specialization in at least one sport such as Hockey, Athletics, Gymnastics, Weight lifting, Swimming, Kabaddi, Football, Volleyball, Table Tennis, Cricket etc.</p> <p>N.I.S Coaching Diploma holders and medal winners in inter-university/national games will be given preference.</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	For Direct recruitment: One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Direct Recruitment - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



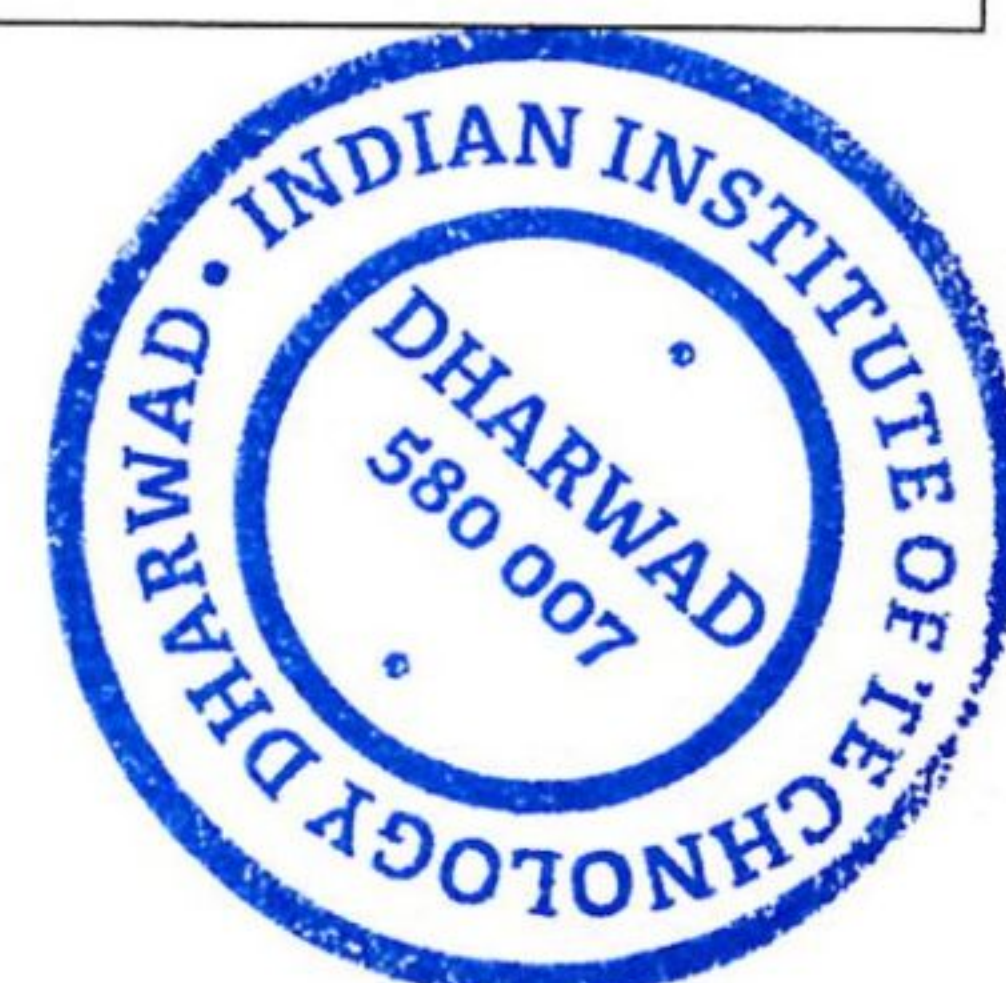
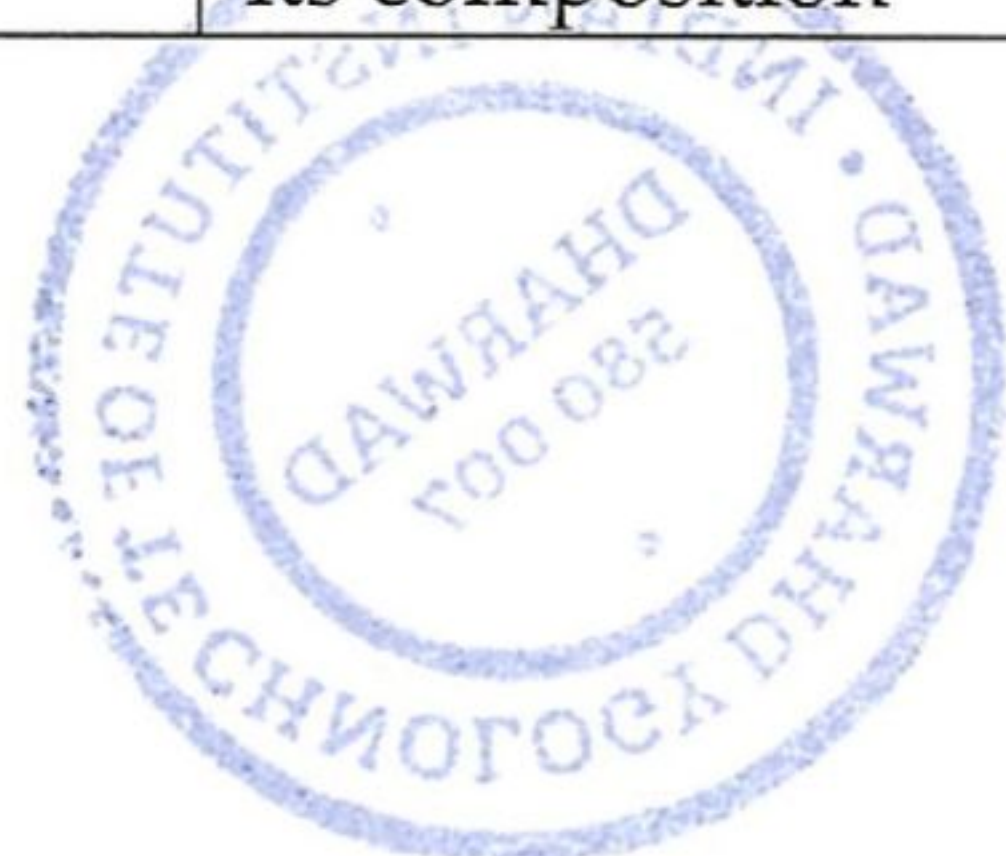
Deputy Sports Officer

1	Name of the Post	Deputy Sports Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay matrix	Level 8
5	Whether Selection Post of Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 6 years regular service as Assistant Sports Officer in Pay Level 6.
12	If DPC exists, what is its composition	As constituted by the competent authority.



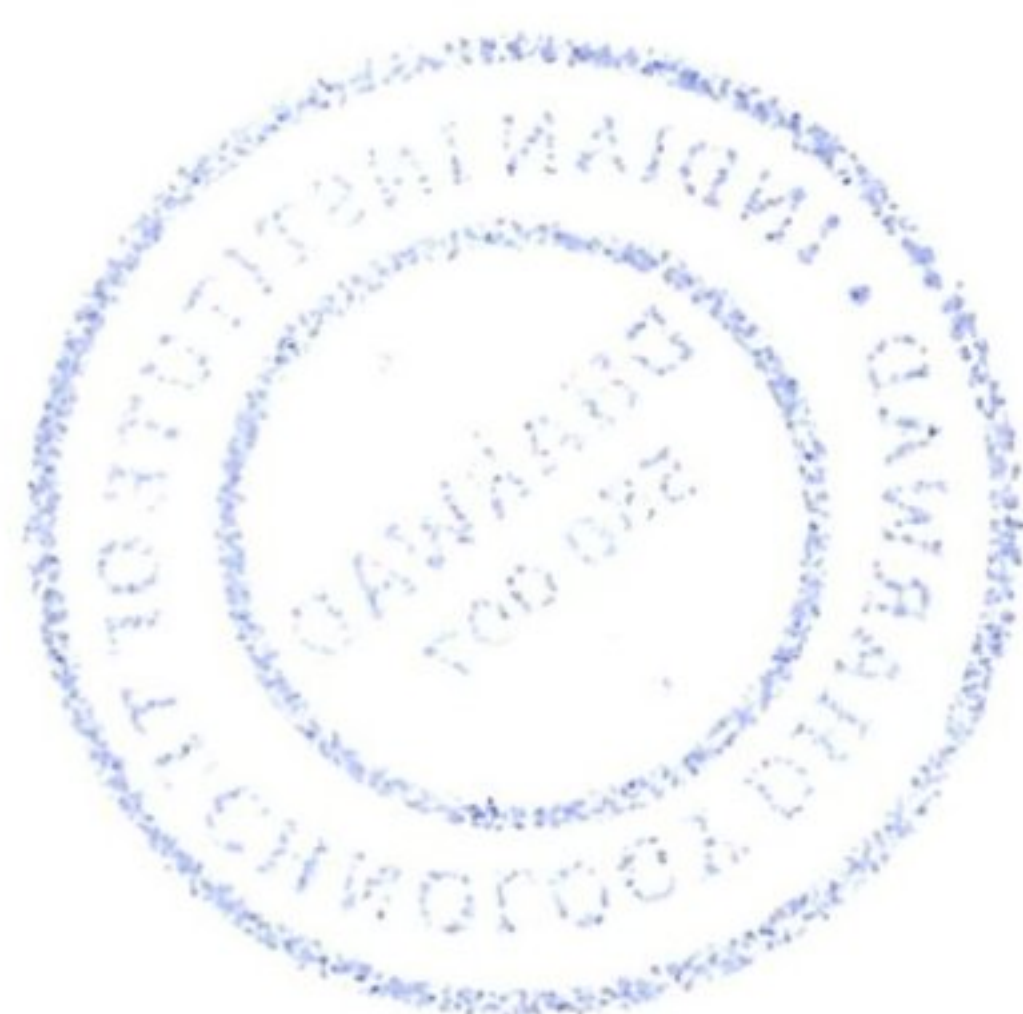
Junior Sports Officer

1	Name of the Post	Junior Sports Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay matrix	Level 6
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	34 Years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification and Experience:</p> <p>Bachelor's Degree in Physical Education with at least 60% of marks or its equivalent CGPA grading with at least 5 years of relevant experience of coaching, training etc. in Indoor and Outdoor games such as Hockey, Athletics, Gymnastics, Weight lifting, Swimming, Kabaddi, Football, Volleyball, Table Tennis, Cricket etc.</p> <p>For applicants with full time Master degree in Physical Education or equivalent, the normal duration of Master's program would be counted towards experience (max 2 years).</p> <p>Desirable: Representation at State or National Level in any of the sports activities/fields.</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	<p>i. For Direct recruitment : One year</p> <p>ii. For promotion : One year</p>
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>1. By Direct Recruitment - 50%</p> <p>2. By Promotion</p> <p>i. Eligibility cum Seniority- 50%</p>
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By Eligibility Cum Seniority:</p> <p>At least 6 years regular service as Senior Sports Assistant in Pay Level 5.</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.



Senior Sports Assistant

1	Name of the Post	Senior Sports Assistant
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 5
5	Whether Selection Post or Non-Selection Post	Selection post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification: No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 5 year's regular service as Sports Assistant in Pay Level 4.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Sports Assistant

1	Name of the Post	Sports Assistant
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 4
5	Whether Selection Post or Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority: At least 5 year's regular service as Junior Sports Assistant in Pay Level 3.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Sports Assistant

1	Name of the Post	Junior Sports Assistant
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 3
5	Whether Selection Post or Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	27 years
7	Educational and Other Qualifications required for direct recruits	Essential Qualification: Bachelor's Degree in Physical Education with at least 60% of marks or its equivalent CGPA grading
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment – 100 %
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not applicable



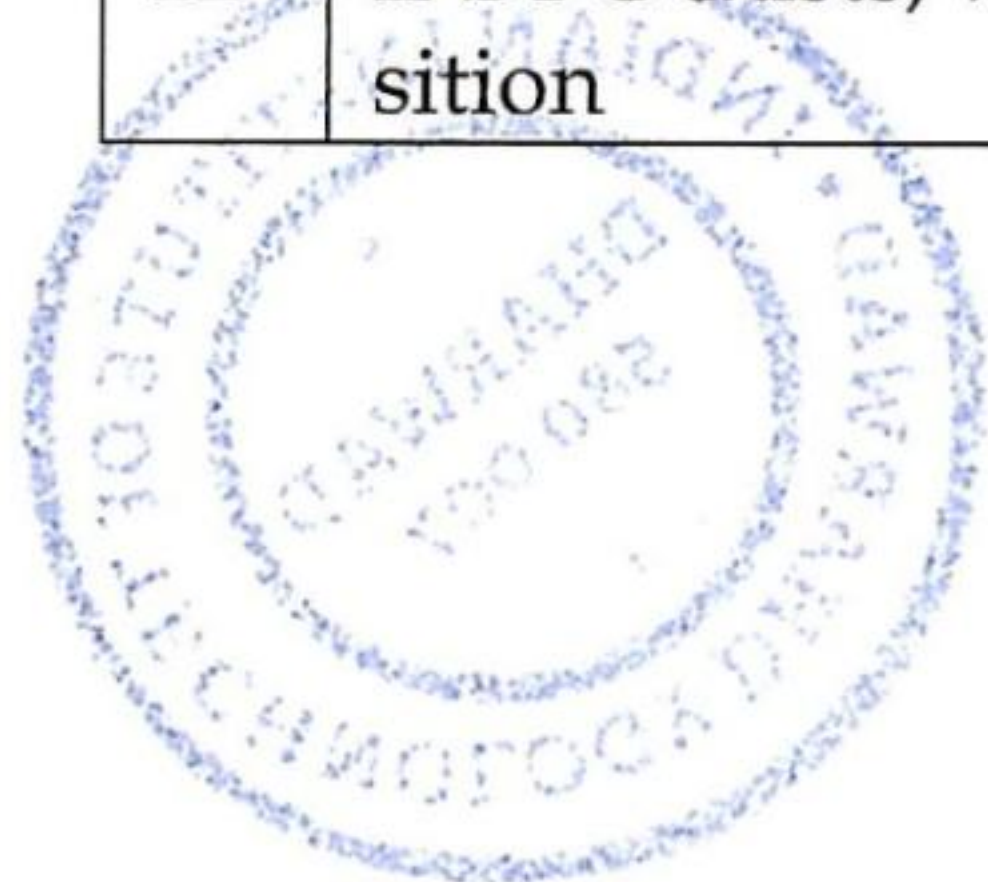
Registrar

1	Name of the Post	Registrar
2	Number of Posts	1 (One)
3	Classification	Group-A
4	Level in the Pay Matrix	Level-14
5	Whether Selection Post or Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	57 Years (For Short Term Contract) 58 Years (For Deputation)
7	Educational and Other Qualifications required for direct recruits	<p>A. <u>Essential Qualification</u> Master's Degree with at least 55% of the marks or an equivalent grade in a point scale wherever grading system is followed.</p> <p>B. <u>Essential Experience:</u> (a) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with experience in educational administration.</p> <p>OR (b) Comparable experience in research establishment and/or other Institutions of higher education. OR (c) 15 years of administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post.</p> <p>C. <u>Desirable:</u> 1. Proven ability in administration, preferably in a large educational or research institution, financial or personnel management with the capacity to lead administration in a residential R&D institution. 2. Degree in Management/Law or a Ph.D degree.</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotes	Not Applicable
9	Period of Probation, if any	Not Applicable
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment -100% (Deputation on Foreign Service Terms/ Short term contract upto 5 Years)
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



Deputy Registrar

1	Name of the Post	Deputy Registrar
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-12
5	Whether Selection Post or Non-Selection Post	Non Selection post
6	Age Limit for Direct Recruitment	50 Years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification and Experience: Master's degree in relevant discipline with minimum 55% marks or equivalent grade point average with relevant experience of at least 5 years as Assistant Registrar or in a post in Level 10 and above or equivalent in one or more of the following areas: Legal, Finance and accounts, Establishment, Materials management, Academics, Student Welfare, R&D, Secretarial Services, Hostel Management etc.</p> <p>Desirable: Demonstrated ability to supervise computerized administration. Familiarity and knowledge with working procedures of a higher technological/educational Institution like IITs/CFTIs and similar Central Government Institutions.</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<p>i. Age: No</p> <p>ii. Qualification : No</p>
9	Period of Probation, if any	<p>i. For Direct recruitment : One year</p> <p>ii. For promotion : One year</p>
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>1) Direct Recruitment – 75%</p> <p>2) By Promotion</p> <p>(i) Eligibility Cum Seniority Mode – 25%</p> <p>(The Deputy Registrar will move to the Pay Level 13 (as per 7th CPC) after completing five years of service in the post and will be re-designated as Joint Registrar with the stipulation that the post will revert as Deputy Registrar when it falls vacant.)</p>
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By Promotion: At least 5 years regular service as Assistant Registrar (Senior Scale) in Pay Level 11.</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.



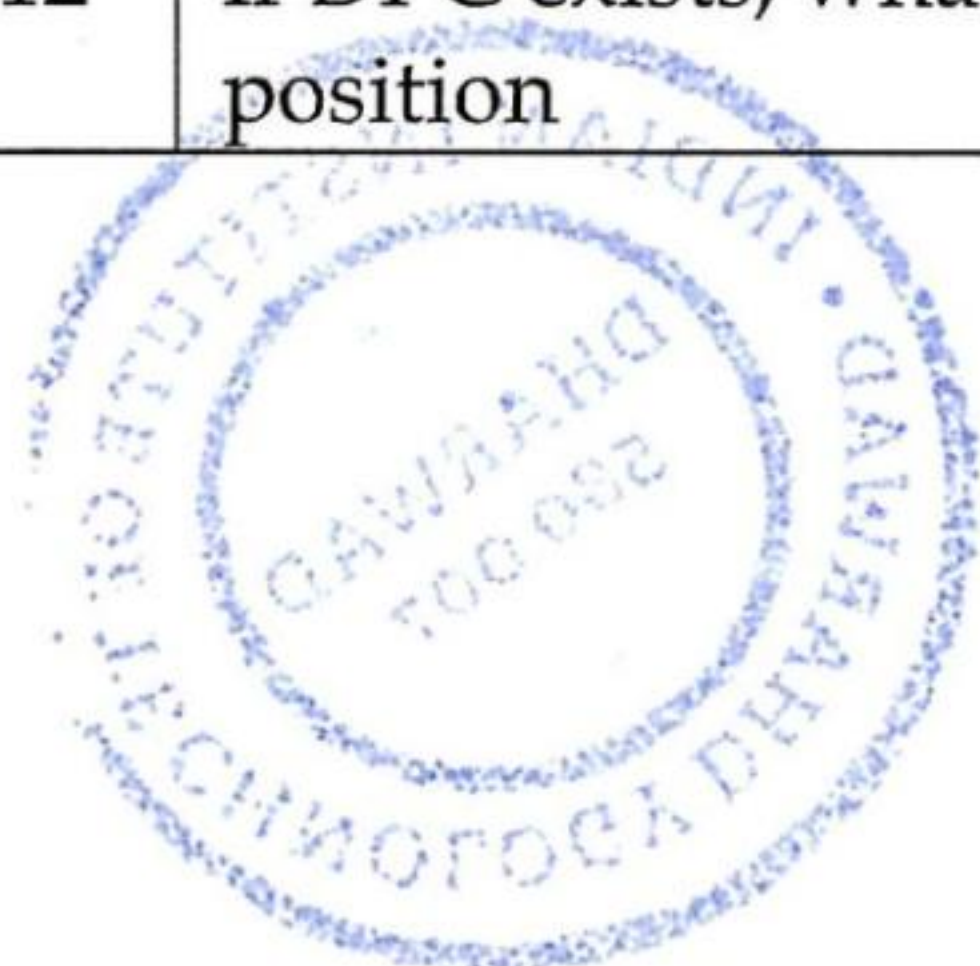
Assistant Registrar (Senior Scale)

1	Name of the Post	Assistant Registrar (Senior Scale)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-11
5	Whether Selection Post or Non-Selection Post	Non Selection
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification : No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Promotion: At least 5 years regular service as Assistant Registrar in Pay Level 10.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Assistant Registrar

1	Name of the Post	Assistant Registrar
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-10
5	Whether Selection Post or Non-Selection Post	Non Selection Post
6	Age Limit for Direct Recruitment	42 Years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification: Master's degree with minimum 55% marks or equivalent grade point average.</p> <p>Essential Experience: 6 years relevant experience in Pay Level 06 and above or equivalent OR 3 years in Pay Level 07 and above or equivalent. Relevant experience in one or more of the following areas: Legal, Finance and accounts, Establishment, Materials management, Academics, Student Welfare, R&D, Secretarial Services, Hostel Management etc.</p> <p>Desirable Experience:</p> <ol style="list-style-type: none"> 1. Familiarity and knowledge with working procedures of a higher technological/educational Institution like IITs/CFTIs/IISERs/IISc/NITs and similar Central Government Institutions/Organizations. 2. Good written and verbal communication skills and Working experience in computerized environment.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<ol style="list-style-type: none"> i. Age: No ii. Qualification : No
9	Period of Probation, if any	<ol style="list-style-type: none"> i. For Direct recruitment : One year ii. For promotion : One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<ol style="list-style-type: none"> 1) By Direct Recruitment – 50% 2) By Promotion <ol style="list-style-type: none"> (i) Eligibility Cum Seniority Mode – 50%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By Promotion: At least 4 years regular service as Senior Superintendent in Pay Level 8.</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.



Senior Superintendent

1	Name of the Post	Senior Superintendent
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 8
5	Whether Selection Post or Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification: No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority Mode : At least 6 years regular service as Superintendent in Pay Level 6.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Superintendent

1	Name of the Post	Junior Superintendent
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 6
5	Whether Selection Post or Non-Selection Post	Selection post
6	Age Limit for Direct Recruitment	34 years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification: Bachelor's Degree with at least 55% of marks or its equivalent CGPA grading.</p> <p>Essential Experience: At least 5 years of requisite experience at clerical/supervisory level after qualifying Degree in one or more of the following areas: Legal, Finance and accounts, Establishment, Materials management, Academics, Student Welfare, R&D, Secretarial Services, Hostel Management etc.</p> <p>(For applicants with full time Master's Degree, normal duration of Master's program would be counted towards experience (maximum 2 years).</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<p>i. Age: No</p> <p>ii. Qualification : No</p>
9	Period of Probation, if any	<p>i. For Direct recruitment : One year.</p> <p>ii. For promotion : One year</p>
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>1) By Director Recruitment - 50 %</p> <p>2) By Promotion- 50%</p> <p>(i) Eligibility Cum Seniority Mode - 50%</p>
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By Eligibility Cum Seniority Mode: At least 6 year's regular service as Senior Assistant in Pay Level 5.</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.



Senior Assistant

1	Name of the Post	Senior Assistant
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 5
5	Whether Selection Post or Non-Selection Post	Selection post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification: No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Selection Cum Seniority Mode: At least 5 year's regular service as Assistant in Pay Level 4.
12	If DPC exists, what is its composition	As constituted by the competent authority.



Assistant

1	Name of the Post	Assistant
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 4
5	Whether Selection Post or Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification : No
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Selection Cum Seniority Mode: At least 5 year's regular service as Junior Assistant in Pay Level 3.
12	If DPC exists, what is its composition	As constituted by the competent authority.



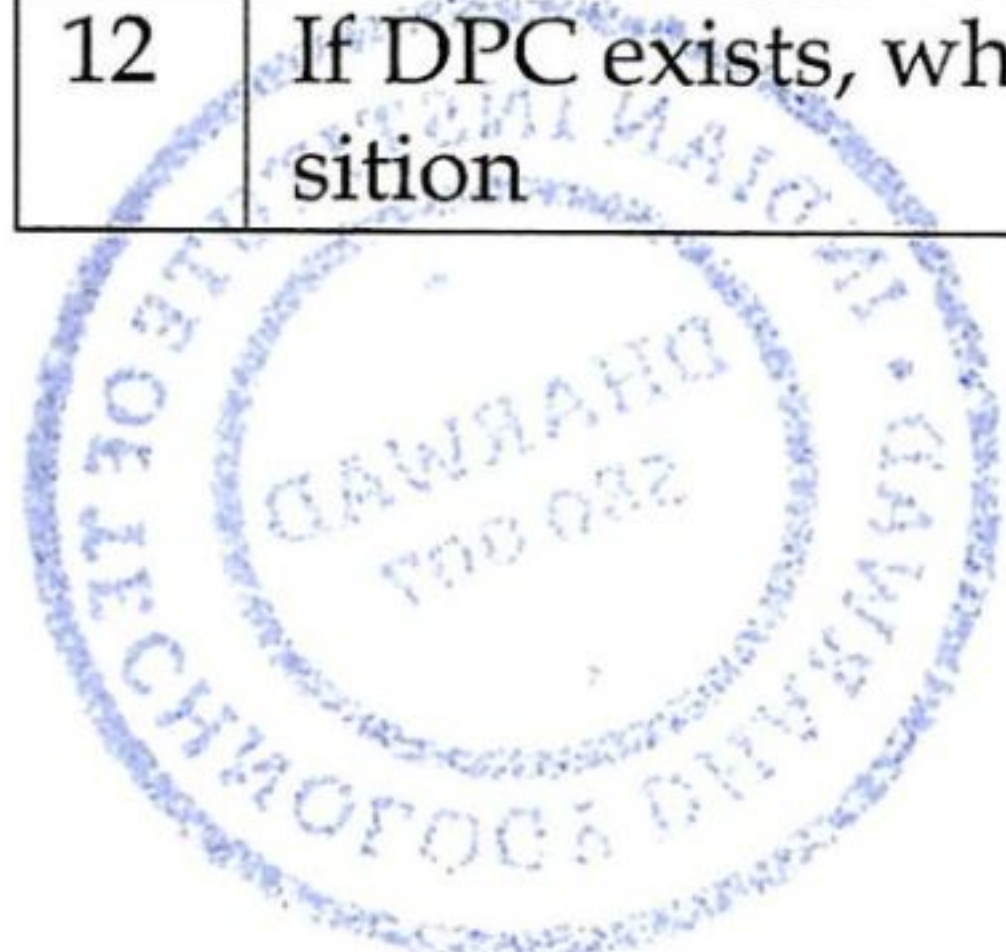
Junior Assistant

1	Name of the Post	Junior Assistant
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group C
4	Level in the Pay Matrix	Level 3
5	Whether Selection Post or Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	27 years
7	Educational and Other Qualifications required for direct recruits	Essential Qualification: Bachelor's Degree with at least 55% of marks or its equivalent CGPA grading.
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment - 100 %
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not applicable



Chief Security Officer

1	Name of the Post	Chief Security Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-12
5	Whether Selection Post of Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	50 Years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification: Master's degree with minimum 55% marks or equivalent grade point average.</p> <p>Essential Experience: 5 years security related supervisory/administrative experience in Pay Level 10 and above or equivalent. Relevant experience in security services in reputed organization/Institutes such as Fire-fighting/Electronic Surveillance/Crowd Management/Protocol Officer etc. Applicants should be conversant with security rules and procedures and should possess valid driving license for light motor vehicle and motor cycle.</p> <p>Desirable: Certificate of NCC and Fire-fighting training and experience of working in residential institutional campus, computer system for information processing and retrieval. Ex-servicemen would be preferred.</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	Not Applicable
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment – 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable



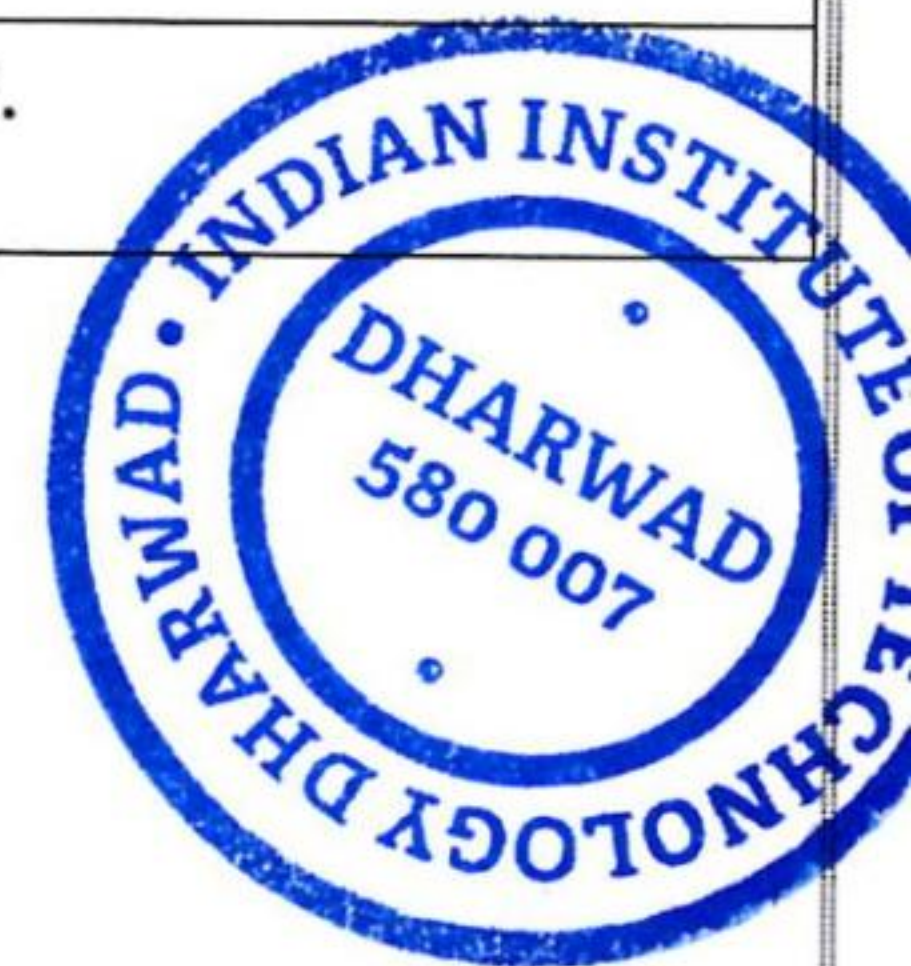
Security Officer (Senior Scale)

1	Name of the Post	Security Officer (Senior Scale)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-11
5	Whether Selection Post of Non-Selection Post	Non Selection
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age : No ii. Qualification: Yes
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion: Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Promotion: At least 5 years regular service Security Officer in Pay Level 10
12	If DPC exists, what is its composition	As constituted by the competent authority.



Security Officer

1	Name of the Post	Security Officer
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group-A
4	Level in the Pay Matrix	Level-10
5	Whether Selection Post of Non-Selection Post	Non Selection Post
6	Age Limit for Direct Recruitment	42 Years
7	Educational and Other Qualifications required for direct recruits	<p>Essential Qualification: Master's degree with minimum 55% marks or equivalent grade point average.</p> <p>Essential Experience: 6 years security related supervisory/administrative experience in Pay Level 06 and above or equivalent OR 3 years in Pay Level 07 and above or equivalent.</p> <p>Relevant experience in security services in reputed organization/Institutes such as Fire-fighting/Electronic Surveillance/Crowd Management/Protocol Officer etc. Applicants should be conversant with security rules and procedures and should possess valid driving license for light motor vehicle and motor cycle.</p> <p>Desirable: Certificate of NCC and Fire-fighting training and experience of working in residential institutional campus, computer system for information processing and retrieval. Ex-servicemen would be preferred.</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<p>i. Age: No</p> <p>ii. Qualification : No</p>
9	Period of Probation, if any	<p>i. For Direct recruitment : One year</p> <p>ii. For promotion : One year</p>
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	<p>1) By Direct Recruitment - 50%</p> <p>2) By Promotion</p> <p>(i) Eligibility Cum Seniority Mode - 50%</p>
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	<p>By Promotion: At least 4 years' regular service as Senior Superintendent (Security) in Pay Level 8</p>
12	If DPC exists, what is its composition	As constituted by the competent authority.



Senior Superintendent (Security)

1	Name of the Post	Senior Superintendent (Security)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 8
5	Whether Selection Post of Non-Selection Post	Selection Post
6	Age Limit for Direct Recruitment	Not Applicable
7	Educational and Other Qualifications required for direct recruits	Not Applicable
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	i. Age: No ii. Qualification : No
9	Period of Probation, if any	One Year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	By Promotion -100% (i) Eligibility Cum Seniority Mode - 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	By Eligibility Cum Seniority Mode: At least 6 years regular service as Superintendent (Security) in Pay Level 6
12	If DPC exists, what is its composition	As constituted by the competent authority.



Junior Superintendent (Security)

1	Name of the Post	Junior Superintendent (Security)
2	Number of Posts	As per the sanctioned Strength
3	Classification	Group B
4	Level in the Pay Matrix	Level 6
5	Whether Selection Post or Non-Selection Post	Not Applicable
6	Age Limit for Direct Recruitment	34 years
7	Educational and Other Qualifications required for direct recruits	<p>A. Essential Qualification: Bachelor's Degree with at least 55% of marks or its equivalent CGPA grading.</p> <p>B. Essential Experience: At least 5 years of requisite experience in Police/Para Military Forces/ Armed Forces of the Union or having experience in security services in reputed organization/Institutes such as Fire-fighting/Electronic Surveillance/Crowd Management/Protocol Officer etc. Applicants should be conversant with security rules and procedures and should possess valid driving license for light motor vehicle and motor cycle.</p> <p>(For applicants with full time Master's Degree, normal duration of Master's program would be counted towards experience (maximum 2 years).</p>
8	Whether age and educational qualification prescribed for direct recruits will apply in case of promotees	<p>i. Age: No</p> <p>ii. Qualification : No</p>
9	Period of Probation, if any	One year
10	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods.	Direct Recruitment – 100%
11	In case of recruitment by Promotion/Deputation, grades from which promotion/deputation to be made	Not Applicable
12	If DPC exists, what is its composition	Not Applicable

