

Recruitment Advt. No.: IITDh/Admin/SR/33/2025-26 date 17th April 2025

IIT dhArwAD is an Institute of National Importance established by an Act of Parliament in 2016. The Institute is looking for bright, young and accomplished staff members to continue further to establish a vibrant working culture for our potential staff. To cater to the Institute's requirement, IIT dhArwAD is constantly looking for dynamic, qualified/experienced professionals who can grow in line with the Institute's steady growth and create opportunities for growth of others. IIT dhArwAD invites online applications from the eligible Indian Nationals for the following positions:

Post code	Name of the Post [s]	Vacancies						Pay Level [as per 7 th CPC]	
		UR	OBC [NCL]	SC	ST	EWS	Total		
Administrative Positions:									
1.	Junior Assistant	-	1	-	-	-	01	Level 3	
Engineering Positions:									
2.	Junior Engineer	-	1	-	-	-	01	Level 6	
	Total Positions	0	2	0	0	0	02		

A. The essential qualifications and experience required for the above post [s] are as under:

Post Code	Post Name, Essential qualifications, experience and age
1.	<p><u>Junior Assistant:</u></p> <p>A. <u>Essential Qualification:</u> 1. Bachelor's Degree with at least 55% marks or its equivalent CGPA.</p> <p>B. <u>Desirable:</u> 1. Excellent written and verbal communication skills and Working experience in a computerized environment.</p> <p>C. <u>Upper Age Limit:</u> 27 Years</p>
2.	<p><u>Junior Engineer:</u></p> <p>A. <u>Essential Qualification and Experience:</u> 1. 3 year Diploma in Mechanical/ Electrical/ Instrumentation Engineering or allied fields with at least 60% of marks or its equivalent CGPA with 6 year relevant experience after Diploma.</p> <p style="text-align: center;">OR</p> <p>B. Tech/B.E. or equivalent degree in Mechanical/ Electrical/ Instrumentation Engineering or allied fields with at least 60% of marks or its equivalent CGPA with 03-year relevant experience after degree. Applicants with integrated M. Tech/M.E. degree will also be eligible.</p> <p>2. 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>

	<p>B. Desirable:</p> <ol style="list-style-type: none"> 1. Working knowledge in Refrigeration and Air conditioning, MEP, Maintenance of research and academic campus with population of thousand and above. 2. Knowledge on Building Information Modelling and related Software. 3. Knowledge on Auto CAD (Computer-Aided Design (CAD) and Project management software. 4. Good written and verbal communication skills and Working experience in a computerized environment. <p>B. Age Limit: 34 Years</p>
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B. Other Details:

<p>Gross Emoluments:</p> <p>Admissible benefits include Basic Pay, DA, HRA and Transport Allowance as per Government of India rules and as applicable at dhArwAD, KarnATaka.</p>
<p>Reservation:</p> <ol style="list-style-type: none"> 1. Reservation for the posts advertised are applicable as per Government of India norms to the persons from the SC (<i>Scheduled Caste</i>)/ST (<i>Scheduled Tribe</i>), OBC-NCL (<i>Other Backward Class-Non Creamy Layer</i>), PwBD (<i>Person with Benchmark Disability</i>), EWS (<i>Economically Weaker Section</i>), ESM (<i>Ex-Servicemen</i>).
<p>Relaxation in Age:</p> <ol style="list-style-type: none"> 1. For SC & ST Category – 5 Years against reserved posts only. 2. For OBC [NCL] Category - 3 Years against reserved posts only. 3. ESM and PwBD applicants will be given age relaxation as per Government of India norms. 4. Current Regular employees of IIT dhArwAD will get an additional age relaxation of 5 years.

C. General Instructions to the Applicants:

1.	Each post carries retirement or terminal benefits as per Government of India norms and as applicable/adopted by the Institute from time to time.
2.	The number of vacancies indicated in the notification is tentative. IIT dhArwAD reserves the right to increase or decrease the number of advertised posts at the time of selection. Further, IIT dhArwAD reserves the right NOT to fill any of the posts advertised.
3.	Equivalence of pay level will be reckoned by taking the total emoluments drawn by the applicant in the present post and relating it to the minimum of the pay plus emoluments in the minimum pay level indicated in essential experience. The applicants are therefore required to clearly indicate the total emoluments (Gross salary) drawn by them in the relevant column in the application along with supporting documents. APPLICATION WITHOUT THE ABOVE INFORMATION ARE LIABLE TO BE REJECTED. Based on the available documents, Institute will take the decision and will not write to the applicant[s] for seeking any further clarification.
4.	Applicants are advised to ensure, before applying, that they possess the minimum essential qualification and experience laid down for the post. Qualification obtained has to be from recognized University/Institute. Eligibility in terms of age, qualification and experience of a applicant for the post applied shall be considered as on the last date of closing of online interface.
5.	The prescribed <i>Essential Qualification and Experience</i> indicated are a bare minimum; mere possession of same will not entitle applicants to be called for Test[s] and/or Personal Interview. Where number of applications received in response to an advertisement is large, it may not be convenient and/or possible for the Institute to conduct test[s] and/or Personal Interview for all the applicants. In such

	cases, the Institute may restrict the number of applicants to be called for test[s] and/or Personal Interview to a reasonable limit, on the basis of Academic Performance and/or Qualification and/or Experience higher than the minimum prescribed in the advertisement. Therefore, applicants should furnish the details of all qualifications and experience possessed in the relevant field, over and above [if any] the minimum qualifications prescribed along with documentary evidences.
6.	<p>The Institute reserves the right to:</p> <p>(a) Hold Written Test and/or Skill Test and/or Personal Interview and/or any other form of test for selection, wherever circumstances so warrant;</p> <p>(b) Withdraw any advertised post[s] at any time without giving any reason. Also, any consequential vacancy arising at the time of selection process may be filled up from the available applicants. Thus, the number of positions may change;</p> <p>(c) Offer the post at a level lower than that advertised, depending upon the qualifications, experience and performance of the applicant; and</p> <p>(d) Draw a reserve panel against the possible vacancies in future.</p>
7.	<p>Applicants should tender application fee of ₹ 500/- (Rupees Five hundreds only), including GST payable through State Bank e-collect facility. The link of the same will be available in the online application. The reference number of fee payment should be provided while filling online application. Application fee is non-refundable.</p> <p>No other mode of payment will be accepted and payment made in any other form stands forfeited.</p> <p>Persons with Benchmark Disability[ies] (PwBD) with minimum 40% disability/Ex-servicemen (ESM)/SC/ST/Women applicants and current regular employees of the Institute are exempted from payment of application fee.</p>
8.	<p><u>Selection Procedure:</u></p> <p><u>For Pay Level 3 & 6:</u></p> <p>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> <p>Applicants 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. The weightage of Written Test I and/or Written Test II will be intimated at the time of issuing the call letters.</p>
9.	Applicants seeking reservation benefits available for SC/ST/OBC [NCL]/EWS/PwBD/ESM must be in possession of the certificates in the format prescribed by the Government of India in support of their claim at the time of application. PwBD/ESM applicants claiming age relaxation are required to attach the relevant Certificate, in the format prescribed by the Government of India.
10.	The persons applying for more than one post must use separate Application Form for each post.
11.	IIT dhArwAD encourages PwBD and Women applicants to apply.
12.	The appointment of the Selected applicants is subject to being found medically fit as per the requirements of the Institute.
13.	Direct recruitment on all the positions shall be made on probation for one year. Probation may be extended as per norms.
14.	Applicant should upload copies of certificate[s]/ document[s]/ Mark sheets of all semester/years on online portal in support of their claim regarding qualification (matriculation onwards), experience, date of birth, caste, category etc. Experience Certificate should be in proper format i.e. it should be on the organization's letter head, bearing the date of issue, specific period of work, nature of duty, designation, pay drawn for each position, duly certified by the concerned issuing authority. Original certificates & self-attested copies should be produced at the time of selection process as well as while joining.

15.	Persons serving in <i>Central/State/ Semi-Government Organizations/ Quasi-Government Organizations, Autonomous Body, Public Sector Undertakings</i> etc. must apply through proper channel and such applicants will be required to upload the NOC in the prescribed format/Proof of having obtained permission from their present employer for applying, on the online portal with other relevant documents, failing which such persons shall be required to produce NOC in the prescribed format before appearing for the selection process. Applicants without NOC will not be permitted to appear for the selection process. Further, they are also required to produce relieving letter at the time of joining, if selected, failing which they will not be permitted to join the post.
16.	Incomplete application form in any way, without the copies of all relevant certificate[s]/ document[s] are liable to be summarily rejected. All the details furnished in the online application will be treated as final and no changes shall be entertained. After payment of the fee & submission of the application, a confirmation email will be sent to the respective registered email ID. Applicants are required to keep a copy of the completed application received on email for future reference. The responsibility of correctness in the entries in the application form lies entirely with the Applicant.
17.	<u>TA Reimbursement:</u> <u>Applicants applying for positions Level 6 or lesser:</u> No Travelling Allowance (TA) shall be paid to the outstation applicants for attending Written Test. However, SC/ST/PwBD applicants attending the Written test and/or Skill test and/or any other form of test shall be paid to & fro 3 rd AC railway fare by shortest route by online payment at a later date, subject to production of tickets and caste certificate. SC/ST/PwBD applicants already in Central/State Government organizations, Autonomous Body, Public Sector Units etc. service are not admissible for the same.
18.	Applicants are advised to mention their correct and active email ID in the application, as all the correspondence like issuance of call letter or any other information will be communicated through email only.
19.	In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published in the Institute's Website only. Accordingly, all applicants in their own interest are advised to keep track of Institute Website.
20.	In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the appointment letter, the Institute reserves the right to <i>modify, withdraw</i> or <i>cancel</i> any communication made to the Applicants.
21.	After joining the service of the Institute, the persons will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He/she may be assigned any duty within or outside the Institute depending upon the exigency of the work.
22.	The applicant[s] selected against one position mentioned above may be assigned/transferred to any other position/office/department as per the requirement of the Institute [any time during their service period] without assigning any reason from time to time.
23.	The Institute shall verify the antecedents or documents submitted by a person at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the applicants are fake, or the person has clandestine antecedents and/or background and has suppressed the said information, then his/her services shall be terminated forthwith and legal action may be initiated against such applicants/employees.
24.	No interim correspondence whatsoever will be entertained from applicants regarding conduct and result of test[s] and reasons for not being called for test [s].
25.	Canvassing in any form or bringing in any influence political or otherwise, will be a disqualification for the post.
26.	In case of any dispute/ambiguity that may be occur in the process of selection, the decision of the Institute shall be final.
27.	For any query related to submission of online application, applicant may send email on <u>recruit@iitdh.ac.in</u> . However, enquiry/queries related to eligibility for the post/interpretation of rules will not be entertained.

28.	Applicants possessing the requisite qualification and experience are required to apply <i>ONLY</i> through <i>ONLINE</i> process. The last date for submission of online application is 16th May 2025. Online application form and detailed instructions are available on the <i>WEBSITE</i> of <i>Indian Institute of Technology dhArwad</i> [<i>www.iitdh.ac.in</i>], namely at https://www.iitdh.ac.in/announcement Hard copy of the online application form is <u>NOT</u> required to be sent.
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Date: 17th April 2025

**Sd/-
Registrar**