



**NATIONAL INSTITUTE OF TECHNOLOGY,
TIRUCHIRAPPALLI – 620 015**

ADVT. NO.: NITT/R/RC/NT/2019-02/01

Date: 27.08.2019

Applications are invited only through online mode from Indian nationals possessing excellent academic record and relevant work experience for recruitment to the following Non-Teaching positions in National Institute of Technology, Tiruchirappalli.

S. No.	Name of Post	Pay Band + GP (*)	No. of Post and Reservation
1	Librarian	PB - 4: Rs. 37400 - 67000 + GP Rs.10000	1 (UR)
2	Deputy Librarian	PB - 3: Rs. 15600 - 39100 + GP Rs.7600	1 (UR)
3	Senior Medical Officer	PB - 3: Rs. 15600 - 39100 + GP Rs.7600 + NPA as per Government Instructions	1 (UR)
4	Senior Scientific / Senior Technical Officer (for Computer Support Group)	PB - 3: Rs. 15600 - 39100 + GP Rs.7600	2 (UR)
5	Scientific / Technical Officer (for Computer Support Group & Sophisticated Instrument Facility)	PB - 3: Rs. 15600 - 39100 + GP Rs.5400	3 (UR) 1 (SC)

* Pay Band + GP will be equated to Respective Pay matrix level as per 7th CPC.

Online Application, details of the field of specialization, qualification and experience required, the scale of pay, other allowances and instructions to the candidates for the above posts are available in the Institute's website: <https://www.nitt.edu>. To create a workforce which reflects gender balance, women candidates are encouraged to apply.

The online facility to apply will be available on the Institute's website from 28.08.2019 to 25.09.2019 and will be closed at 05.59 pm on 25.09.2019. Completed applications along with all necessary enclosures should be sent to **The Registrar, National Institute of Technology, Tiruchirappalli, Tamil Nadu – 620 015** so as to reach on or before **01.10.2019 by Speed Post / Registered Post only**.

GENERAL INSTRUCTIONS / INFORMATION TO THE CANDIDATES:

1. The applicants should go through all instructions, recruitment rules carefully and ensure that they fulfil all eligibility conditions. Their admission to any stage of the recruitment process will be purely provisional subject to satisfying the eligibility criteria for respective posts.
2. Candidates should carefully fill up all the details required in the online application form including age, education qualification, details of valid Community / PwD Certificates, the details of the online payment etc., as no correspondence regarding change of details will be entertained after the submission of application / last date for applying. If any of their claims is found to be incorrect, it will lead to rejection of their candidature.
3. For Direct Recruitment, the Candidate should pay a non-refundable application and Examination fee of Rs.500/- for General/OBC/EWS candidates and Rs.250 /- for SC/ST candidates which has to be paid through online payment only. Women, PWD candidates

are exempted from application/Examination fees. Institute is not responsible for online payment interruption or failure. Offline mode of payment in the form of Demand Draft / Postal Order etc. will not be accepted and the applications forwarded with such modes of payment will be summarily rejected.

4. Any experience gained after the minimum qualifying degree will only be taken into consideration.
5. Applicants should send two testimonials/conduct certificates from persons intimately acquainted with their work and character. If the applicant is in employment, he / she should submit testimonials from the most recent employer or immediate superior as a referee.
6. The Institute reserves the right to restrict the number of candidates called for written / skill test / interview to a reasonable limit on the basis of qualifications, level of relevance of experience higher than the minimum prescribed in the advertisement, other academic / professional achievements. Mere fulfilment of eligibility criteria does not guarantee candidates being called for Test / Interview. The qualification prescribed should have been obtained from recognized University / Institutions.
7. The Institute has the right to decide the mode of screening and testing the applicant for shortlisting and selection. Institute reserves the right to reject or accept the candidature of any applicant at any stage and also has right to cancel / restrict / modify / alter the advertisement / recruitment process, if need arises, without issuing any further notice or assigning any reason, therefore.
8. The number of vacancies indicated in the notification is tentative. The Institute reserves the right not to fill any or all posts advertised and to reject any or all applications without assigning any reason.
9. The details regarding qualification/experience etc., are as per the recruitment rules for Non-teaching staffs of NITs notified by the MHRD. However, any modification in the Recruitment Rules notified by MHRD will be finally applicable. The selection procedure will be governed by the latest Recruitment Rules and OM's issued by MHRD till the date of Interview.
10. Candidates employed in Government and Semi-Government Organizations, Public sector Undertakings, autonomous bodies of Govt. of India or the State Government must apply through their present employer. If they anticipate unavoidable delay in their applications, they may submit advance copies of their applications directly to The Registrar, National Institute of Technology, Tiruchirappalli – 620 015 which will be considered provisionally. Candidates will be allowed to appear for the interview only if the applications are duly forwarded (proper channel) by the employer. Candidates already in Government / Semi-Government / Quasi-Government service should send their application through proper channel. In case, application is not sent through proper channel, NOC from employer should be produced at the time of Certificate Verification, Test and Interview failing which the candidature will be rejected.
11. Selected Candidates will be covered under the New Pension System as notified by the Government of India, Ministry of Finance vide notification No.5/7/2003ECB&PR dated 22nd December 2003.
12. Candidates shall have to produce original documents at the time of appearing in Certificate Verification / Written Test / Interview.
13. No TA / DA shall be paid to the candidates attending the Certificate Verification / Written Test / Skill Test / Interview except PwD candidates who may avail the reimbursement as per the Government / Institute norms.
14. Applications received through E-mail / incomplete / not on prescribed format / without

prescribed fee / without self-attested copies of relevant documents / not through proper channel will be summarily rejected.

15. Candidate shortlisted for Test / Interview will be informed through the **Institute's Website (www.nitt.edu)** as well as e-mail mentioned in the application form.
16. Any dispute with regard to the selection process will be subject to Honourable Court / Tribunal having jurisdiction over Tiruchirappalli.
17. Canvassing in any form/ bringing in any influence political or otherwise will be treated as a disqualification for the post. **Interim enquiries will not be entertained.** If it is found at any stage that any information given in the application is incorrect/false, the candidature/appointment is liable to be cancelled/terminated.
18. **Maximum age limit for each post shall be as per Recruitment Rules.** The age as on 25.09.2019 (last date for submission of online application) will be the crucial date for the maximum age limit mentioned for each post.
19. The Institute follows the reservation norms as per GOI rules for SC / ST / OBC / PwDs / EWS. Educational Qualification and Experience: - As per Recruitment Rules prescribed for each post. More than six months of experience in regular position in any organization will only be considered as total experience. Experience rendered on part-time or temporary basis or daily wages or as visiting faculty will not be counted as experience.
20. Only date of birth indicated in the Secondary School Leaving Certificate / Birth Certificate will be accepted. No subsequent request for change of date of birth shall be entertained.
21. For any claim of Age Relaxation / Reservation, the same is allowed only upon production/submission of Certificate issued in prescribed format under the relevant rules and notification when signed only by competent authority with Seal as per applicable Government of India orders in this regard. All such claims are also liable for independent verification by the Institute at any time. Latest DoPT / MHRD norms for age relaxation alone are applicable.
22. Pay of the selected candidate will be fixed as per the recommendations of the selection committee only. Candidate from Government / Semi-Government / Quasi-Government service seeking pay protection must make claim before selection committee at the time of interview for necessary recommendation to avail protection. No requests for higher pay / pay protection not recommended by the Selection Committee will be entertained before or after joining. Otherwise selected candidates will be fixed in the minimum basic pay at the entry level of each post against which the candidate is selected.
23. Request for the conduct of interview through Telephone/Video Conference/Skype or in any other mode will not be considered.
24. Applications submitted online but not followed by hard copy will not be considered. Application without Online Application submitted through any other mode shall also be summarily rejected and no further correspondence will be entertained.
25. Records of the not selected candidates shall not be preserved beyond three (03) months from the date of declaration of the result of selection.
26. Candidates should apply only through ONLINE at the link provided. After successful submission of application online, a copy of application must be printed, signed along with the self-attested enclosures and send to **The Registrar, National Institute of Technology, Tiruchirappalli – 620015, Tamil Nadu** by Speed / Registered post on or before 01.10.2019 superscribing on the cover APPLICATION FOR THE POST OF _____ along with the Reg. Number. The Institute shall not be responsible for postal delays if any.
27. The applicant should send self-attested photocopies of marks sheets/certificates in support of all the qualifications and relevant experience along with the application. All Mark sheets,

Certificates, Degrees, NOC and other relevant documents must be produced in original at the time of interview as well as at the time of joining for verification. In case, it is detected that the documents mentioned/submitted by the candidates are fake or the candidate has undesirable or clandestine antecedents/background and has suppressed the said information, then shall not be allowed to appearing before the Selection Committee or to join the Institute. In case of detection of any such wilful concealment, fraud and suppression, he / she will be liable to be terminated without any notice at any time during the service even after joining.

28. Only shortlisted application will be called for test / Interview.
29. The applicant would be admitted to the Test / Interview on the basis of the information furnished by them in their application form. They are therefore advised to ensure that they fulfil all the eligibility conditions before applying. In case it is found at a later stage that the information furnished by an applicant is false or an applicant does not fulfil any other eligibility conditions, the candidature of such applicant would be cancelled and no correspondence in this regard would be entertained. Issuance of an admit card for the Test / Interview call will not confer any right for appointment. The appointment will be solely subject to fulfilment of all the eligibility conditions.
30. No correspondence will be entertained from not-shortlisted candidates.
31. All communications in regard to recruitment will be made by Email only. Candidates should check their email including SPAM folder regularly. Name of the shortlisted candidates for Test / Interview will be displayed on the Institute website and an intimation shall be sent only to registered e-mail id of candidate. No separate intimation will be sent through post.
32. Candidates willing to apply for more than one post in the advertisement, have to apply separately for each post. Application/Examination fee has to be paid separately for each post applied for by the Individual.
33. If the number of applicants is large, Institute may conduct a test to shortlist the candidates.
 - The test may be held on the relevant field of posting for which recruitment has been advertised. Institute may test candidate on the desired field as per Recruitment Rules and in the required Department.
 - Shortlisted candidates have to appear before the Selection Committee for personal interview.
34. The written test and interview will be conducted in National Institute of Technology, Tiruchirappalli – 620 015.
35. Candidates are advised to visit Institute web site www.nitt.edu periodically for updates regarding the recruitment process.

Registrar