



RECRUITMENT CELL
NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI – 620 015.
Instructions to Candidates for the posts of Data Entry Operator Trainee,
Accountant and Pharmacist

04.04.2023

Ref: [Advt. No.: NITT/R/RC/Temp Trainees/2023/1]

- 1. Candidates are advised to follow Covid-19 precautions strictly. Wearing mask is compulsory for entry to examination venue. Also the candidates are advised to maintain social distancing and avoid crowding.**
- 2. Candidates are instructed to report on April 5, 2023 at the Third – i building with the following documents as per the schedule shown in the table:**
 - a. Printed hardcopy of their finally submitted application**
 - b. Photocopies of all documents**
 - c. Originals for verification**
- 3. Without application & the above-mentioned supportive documents, the candidates will not be considered for the selection process.**
- 4. The selection process involves two stages as follows:**
 - a. Stage I: Screening Test**

The schedule for the screening test is as follows:

S. No.	Name of the post	Application Number	Reporting date and time	Screening Test date and time	Venue for screening test
1.	Data Entry Operator Trainee	231001 – 2310742	05.04.2023 : 8.30 a.m.	05.04.2023 : 9.30 a.m. – 10.30 a.m.	Marigold Lab and Shoe Flower Lab – Ground Floor - Third i Building
2.		2310744 - 2311688	05.04.2023 : 9.30 a.m.	05.04.2023 : 11.00 a.m. – 12.00 noon	
3.		2311690 – 2312074	05.04.2023 : 10.30 a.m.	05.04.2023 : 12.30 p.m. – 1.30 p.m.	
4.	Pharmacist	233008 – 2332069	05.04.2023 : 10.30 a.m.	05.04.2023 : 12.30 p.m. – 1.30 p.m.	
5.	Accountant	2320002 – 2322065	05.04.2023 : 1.00 p.m.	05.04.2023 : 1.45 p.m. – 2.45 p.m.	

The candidates will be shortlisted for Stage II, based on their performance in the Screening Test (The institute reserves the right to decide the number of shortlisted candidates as per the vacancy positions advertised against the above posts).

b. Stage II: Skill Test and Main Test

The shortlisted candidates from Stage I, will have to appear for Skill Test followed by Main Test as per the following schedule.

S. No.	Name of the post	Skill Test and Main Test	Venue
1.	Data Entry Operator Trainee	05.04.2023 : 3.00 p.m. – 4.30 p.m.	Marigold Lab and Shoe Flower Lab – Ground Floor - Third i Building
2.	Accountant	05.04.2023 : 3.00 p.m. – 4.30 p.m.	
3.	Pharmacist	05.04.2023 : 2.00 p.m. – 3.00 p.m.	Poppy Hall – First Floor – Third i Building

5. The final selection list will be prepared based on the performance of the shortlisted candidates in the Skill Test and Main Test.
6. Candidates are advised to bring their own stationery items except paper. Usage of mobile phones and other electronic gadgets is strictly prohibited.
7. Any other mal practice during the examination if found is punishable and the candidature will be cancelled if found involved in any type of malpractice during the selection process.
8. The final list of the selected candidates will be communicated later.
9. Candidates are advised to visit the Institute website www.nitt.edu periodically for updates.

Registrar (i/c)