

No: IITTP/Staff RMT-01/2018

May 16, 2018

IIT Tirupati an Institute of national importance declared as such under the Institute of Technology Act, 1961, invites applications from the candidates for the following regular staff positions.

Post No.	Post	Upper Age limit	Qualification/Experience	Pay Level in the 7 th Pay Matrix	No. of posts
1	Executive Engineer (Civil)	50 years	i) First class BE/B.Tech in Civil Engineering with 8 years experience in the grade of Assistant Executive Engineer/ Engineer in PB-3 with GP Rs.5400/- (PR) from,, CPWD. State PWD. Centrally funded Institutions, or similar organised services/PSU, Statutory or Autonomous Organisations/ Universities/ reputed organisations under Centre/State Government or equivalent in reputed private organisations.	Level 12 (Rs 78,800/- - 2,09,200/-).	1 (UR)
2	Horticulture Officer	45 years	First Class B.Tech/B.Sc in Horticulture with atleast 8 years professional experience or M.Sc in Horticulture with 5 years professional experience.	Level 10 (Rs.56100 – 177500/-)	01 (UR)
3	Physical Education Officer	45 years	Graduate with Master's degree in Physical education (2 years course) with 5 years relevant experience	PB-3 (Rs.15600-39100)GP:Rs.5400/- (PR)	01 (UR)
4	Medical Officer	45 years	MBBS degree of a University recognised by IMC including completion of CRR1 followed by	Level 10 (Rs.56100 – 177500/-)	02 (UR)

			at least 3 years of clinical experience in recognised hospitals.		
5	Security-cum-Fire Officer	45 years	<p>1. Three years Bachelor's Degree and Advanced Diploma (Divisional Officers Course) Course in Fire Fighting from a recognised Institute</p> <p>OR</p> <p>BE/B.Tech in Fire Engineering</p> <p>2. 6 years experience as Station Officer or equivalent post.</p> <p>Note: The candidates should possess valid Heavy Vehicle Driving Licence and should satisfy the prescribed physical fitness and endurance test standards.</p>	Level 10 (Rs.56100 – 177500/-)	01 (UR)
6	Physical Training Instructor	32 years	Graduate with Bachelor of Physical Education (B.P.Ed) plus 3 years experience.	Level 6 (Rs.35400-112400)	02 (UR)
7	Staff Nurse	32 years	B.Sc in Nursing with 2 years experience or Diploma (3 years duration) in Nursing & Midwifery with 5 years experience	Level 6 (Rs.35400-112400)	02 (UR)
8	Deputy Registrar	50 years	<p>A Postgraduate degree with at least 55% marks or its equivalent. Five years administrative experience in a post carrying PB-3 with GP Rs.5400 (PR) or equivalent in Government/ Government Research Establishments/ Universities/ Statutory Organisations/ Private Organisation of high repute.</p> <p>The eligibility condition may be relaxed at the discretion of the competent authority in respect of candidates who have considerable working experience at higher level in ERP enabled Finance &</p>	Level 12 (Rs.78800-209200)	01 (UR)

			Accounts Area and having professional qualification such as CA/ICWA. Desirable: Candidates should have leadership qualities and requisite experience in one more of the following areas: Accounting, Auditing and financial procedures OR administrative matters including legal, recruitment, establishment or Academic matters such as conduct of examination, maintenance of students records, award of scholarships, degree, etc OR material Management, Procurement/stores		
9	Assistant Registrar	45 years	<p>A Postgraduate degree with at least 55% marks or its equivalent with excellent Academic record.</p> <p>Eight years relevant experience in a responsible supervisory position of which atleast 3 years in the lower grade pay of Rs.4600 (PR) in PB-2 or equivalent.</p> <p>Desirable: Knowledge of Government rules and experience of working at supervisory level in Government funded Academic Institution. Candidates should have a desirable leadership quality and requisite experience in one or more of the following areas:</p> <ol style="list-style-type: none"> 1. Rules and regulations concerning all matters pertaining to Academic activities, Time table preparation, preparation of Grading, maintenance of students academic records, senate records and implementation of senate decisions, award of scholarships 	Level 10 (Rs.56100-177500)	02 (UR)

			<p>etc.</p> <ol style="list-style-type: none"> 2. Financial procedures/ Accounting/ Auditing 3. Administrative matters including recruitment, establishment rules, handling of disciplinary and legal matters 4. Procurement of equipment's, consumables, instruments, furniture etc and regulations relating to stores purchase, stores accounting 		
10	Junior Superintendent	32 years	First class Bachelor's Degree in Arts/ Science or Humanities including Commerce with 6 years experience in administrative areas.	Level 6 (Rs.35400-112400)	02 (UR) 01 (OBC)
11	Junior Assistant	27 years	First class Bachelor's Degree with knowledge of computer operations.	Level 3 (Rs.21700-69100)	3 (UR) 1 UR – PWD - LD) 2 (OBC) 1 (SC)
12	Technical Officer	45 years	BE/B.Tech with 60% and above or equivalent CGPA in Civil Engineering with 8 years of experience in Civil Engineering Labs. OR ME/ M.Tech in Civil Engineering with 60 % and above or equivalent CGPA with 5 years experience in Civil Engineering Labs.	Level 10 (Rs.56100-177500)	01 (UR)
13	Assistant system Engineer	45 years	B. Tech / M.Sc in CSE with 60% and above or equivalent CGPA with 3 years in installation and configuration of servers, SANs, NASs and associated network devices. Administer and support virtualisation technologies such as V Mware, OpenStack, Design and implement, monitoring, configuration management and reporting functions for these	Level 10 (Rs.56100-177500)	01 (UR)

			systems.		
14	Junior Engineer	32 years	BE/B.Tech in Electrical Engineering with 2 years relevant experience or Diploma of 3 years duration in Electrical Engineering with 5 years experience	Level 6 (Rs.35400-112400)	01 (UR)
15	Junior Technical Superintendent	32 years	BE/B.Tech/ M.Sc in Computer Science, or MCA with 5 years relevant experience in Computer Networks OR Linux/Unix systems. Desirable: Experience in the development of web/client-server/ database applications, and working with open source software. Certificate in any one of the following: Cisco/RedHat/Oracle/ARM/ IBM/ VMware/ or equivalent.	Level 6 (Rs.35400-112400)	1 (UR) 1 (OBC)
16	Junior Technical Superintendent	32 years	BE/B.Tech in Electrical/ Instrumentation/Electronics & Communications Engineering with 5 years relevant experience in Electrical Lab. Desirable: Teaching experience with predominant Lab component or Industrial experience either in design/ manufacturing/ process industries.	Level 6 (Rs.35400-112400)	2 UR 1 ST 1 OBC
17	Junior Technical Superintendent	32 years	BE/B.Tech in Mechanical Engineering with 5 years relevant experience in Mechanical Lab.	Level 6 (Rs.35400-112400)	2 UR 1 SC
18	Junior Technical Superintendent	32 years	M.Sc in Chemistry with 5 years relevant experience in Chemistry Lab	Level 6 (Rs.35400-112400)	1 OBC

19	Junior Technical Superintendent	32	M. Sc in Physics with 5 years relevant experience in Physics Lab	Level 6 (Rs.35400-112400)	1 SC
20	Junior Technical Superintendent (Systems)	32 years	BE/B.Tech/MSc/MCA in Computer Science with 2 years relevant experience in Network administration.	Level 6 (Rs.35400-112400)	1 UR
21	Junior Technical Superintendent	32 years	Graduate plus Bachelor of Library Science or Master of Library Science or equivalent Diploma in Library Science with 6 years relevant library experience	Level 6 (Rs.35400-112400)	1 UR
22	Junior Technician	27 years	Diploma (3 years duration) in Civil Engineering	Level 3 (Rs.21700-69100)	2 UR
23	Junior Technician	27 years	Degree from recognised University with Diploma in Library Science or 3 years degree in Library Science	Level 3 (Rs.21700-69100)	1 (UR)
24	Junior Technician	27 years	Diploma (3 years duration) in Mechanical Engineering or ITI in Fitter Trade/Welding/Machinist/ Foundry & Smithy (2 years duration) with 2 years relevant experience in Mechanical workshop.	Level 3 (Rs.21700-69100)	2 UR 1 (OBC) 1 SC

1. How to apply: Candidates possessing the requisite qualification and experience may apply online only (<http://iittp.ac.in/recruitment>). The online application portal will be opened on 16th May 2018 for filing online applications and the last date for closing the online application interface is 8th June , 2018. Application in the prescribed format downloaded from the system and the application fee receipt superscribing on the envelope "APPLICATION FOR THE POST OF _____" should be sent to The Registrar I/C, IIT Tirupati, Renigunta Road, Tirupati – 517506 on or before 15-06-2018 along with self attested photo copies of supporting documents (both experience and all the qualifications). Non-receipt of these documents will be considered as incomplete application and their online application will not be considered.
2. Application Fee: There will be an application fee of Rs.100/- (Rupees one hundred only). After registration of application on-line, the candidates have to be pay the fee through the

payment GATEWAY by online Banking/ Debit Card/ Credit Card. The fee can also be deposited in any branch of SBI through the challan printed online. The applicants are advised to select appropriate mode of payment. Upon remittance of the application fee, the candidate has to send the copy of the challan along with the application form to the Registrar I/C, IIT Tirupati, Renigunta Road, Tirupati – 517506. Applications in respect of which copy of challan form, after remittance of prescribed application fee is not received in IIT Tirupati before the last date prescribed, will not be considered for further processing under any circumstances. All women candidates, candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST) , Ex-servicemen and persons with disabilities (PwD) are exempted from payment of Application Fee provided they forward the proof such as SC/ST/PwD/Aadhar Card etc along with the application form.

3. Those applying for more than one post should apply separately for each post online along with payment of application fee of Rs.100/-
4. The candidates who are already employed under Central/State Govt/PSU/Autonomous Bodies have to send the printed application form through proper channel. If they anticipate any delay in forwarding their application through proper channel, such candidates can send the advance application and submit a “No Objection Certificate” from the employer concerned at the time of interview/written test/trade test failing which the candidate will not be allowed for interview/written test/trade test and no TA will be paid.
5. Selection process: The qualification and experience prescribed is the MINIMUM requirement and the same does not automatically make candidates eligible for written test/Trade Test/ Practical test etc. Based on the academic performance, experience, bio-data, initial screening/ shortlisting will be conducted. The Institute reserves the right to hold written test, trade test/practical test, presentation and / or interview (for certain categories only) for selection, wherever circumstances so warrant. The Institute reserve the right to withdraw any advertised post(s) at any time without giving any reasons. Also, any consequential vacancies arising at the time of selection process may be filled up from the available candidates.
6. Pay & Allowances:
Besides pay in the Pay Matrix, each post carries allowances at par with Central Government employees wherever applicable posted at Tirupati. The employees will be governed by the New Pension Scheme.
7. Other conditions/instructions:
 - a. All the correspondence (call letter for trade test, screening test etc) will made through Email only. Therefore, all the candidates are advised to provide correct Email address and regularly check their Emails for any updates from this Institute and also check our web site (iittp.ac.in) for any updates.
 - b. SC/ST/OBC candidates need not to apply once against for general post. One application is enough for General and other reserved posts. Their candidature will be considered to general post also if they meet the candidature of the General post. No need to apply in duplicate.
 - c. Candidates applying for the post reserved for PWD-LD have to submit an attested copy of Disability Certificate in the prescribed format at the time of Written Test/Skill Test, clearly indicating the percentage of disability, issued by Medical Board consisting of at least 03 members out of which one shall be a specialist in the particular field for assessing disability, duly constituted by Central or a State Government. The definition of Locomotor Disability is “disability of the bones, joints or muscles leading to substantial

restriction of the movement of limbs or any form of cerebral palsy. Degree of disability for reservation shall be a minimum of 40% of relevant disability.

- d. Incomplete applications without the self attested copies of experience and all educational qualifications, without the application fee etc will be rejected.
- e. Relaxation in upper age limit by 05 years for SC/ST candidates and 03 years for OBC candidates, against the posts reserved for these categories would be admissible. Relaxation of age would be admissible for Ex-servicemen, PwD candidates as per Central Government Rules. **For employees of IITs who are educationally qualified and found eligible otherwise can be considered for direct recruitment across the whole IIT System upto a maximum of 50 years of age.**
- f. No TA will be paid for attending the written test/trade test/skill test.
- g. IIT Tirupati reserves the right not to fill up all or any of the posts, if it so desires.
- h. For persons recruited under Post Nos. 4 and 7 are expected to attend the general duties including night shift/emergency duties.
- i. Only Indian Nationals need apply.
- j. No interim correspondence will be entertained.
- k. Canvassing in any form will be treated as disqualification for the post.
- l. In case of any clarifications candidates can send email to recruitment@iittp.ac.in
- m. Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
- n. It is for the candidates to ensure that he/she fulfils the eligibility criteria and complied with the requirements adhered to the instructions contained in this advertisement as well as in the application form. Candidates are, therefore, urged to carefully read the advertisement and complete the application form and submit the same as per the instructions given in this regard.
- o. Important Dates.
 - I Opening date for on-line registration: 16-05-2018
 - li Closing date for on-line registration: 08-06-2018
 - iii Closing date for receiving the application (hard copy of the online application) and other documents: 15-06-2018

Registrar I/C