



**Indian Institute of Technology Jodhpur**  
(An Institute of National Importance, Ministry of Education, Govt. of India)  
NH 62, Nagaur Road, Karwar, Jodhpur, Rajasthan - 342030

**Advt. No.: IITJ/O(E-II)/2023-24/Non-Academic Staff/52**

**Recruitment for various Non-teaching positions**

**Online applications are invited from eligible Indian Citizens for various Non-teaching positions. Submission of online application will start on 1<sup>st</sup> May, 2023 and will close on 30<sup>th</sup> May, 2023.**

**Hardcopy of application need not be sent.**

**Detailed advertisement and online application form is available at Institute website - [www.iitj.ac.in](http://www.iitj.ac.in)**

**Registrar**

**VACANCY NOTIFICATION****Advt. No. IITJ/O(E-II)/2023-24/Non-Academic Staff/52****01 May, 2023**

IIT Jodhpur, an engineering & technology institute of national importance, is dedicated to education, research and development. The Institute promotes academic excellence in teaching and technology research. The Institute is looking for suitable Indian Nationals to be recruited, through **ONLINE** applications only, for appointment on **Regular** basis in the following posts.

**1. TECHNICAL POSTS:**

S.N	Name of the Post	Post Code	No. of vacancies								Pay Level (As per 7 <sup>th</sup> CPC)	Basic Pay (As per 7 <sup>th</sup> CPC)	
			UR	SC	ST	OBC	PwBD	EWS	ESM	Total			
<b>(A) SCIENTIFIC OFFICER</b>													
1.	Scientific Officer (Education Technology)	5201	1	-	-	-	-	-	-	-	01	APL 10	Rs. 57,700
<b>DEPARTMENTS</b>													
<b>(B) BIOSCIENCE &amp; BIOENGINEERING</b>													
2.	Senior Technical Assistant	5202	1	-	-	-	-	-	-	-	01	Level 05	Rs. 29,200
<b>(C) COMPUTER SCIENCE &amp; ENGINEERING</b>													
3.	Technical Superintendent	5203	1	-	-	-	-	-	1	-	02	Level 08	Rs. 47,600
4.	Junior Technical Superintendent	5204	-	-	1	-	-	-	-	-	01	Level 06	Rs. 35,400
5.	Senior Technical Assistant	5205	1	-	-	-	-	-	-	-	01	Level 05	Rs. 29,200
<b>(D) CIVIL AND INFRASTRUCTURE ENGINEERING</b>													
6.	Junior Technical Superintendent	5206	-	1	-	-	-	-	-	-	01	Level 06	Rs. 35,400
7.	Senior Technical Assistant	5207	-	-	-	-	1*	-	-	-	01	Level 05	Rs. 29,200
8.	Junior Technical Assistant	5208	-	-	-	-	-	-	-	1	01	Level 03	Rs. 21,700
<b>(E) ELECTRICAL ENGINEERING</b>													
9.	Technical Superintendent	5209	1	1	-	-	-	-	-	-	02	Level 08	Rs. 47,600
10.	Junior Technical Superintendent	5210	-	-	-	1	-	-	-	-	01	Level 06	Rs. 35,400
11.	Junior Technical Assistant	5211	-	-	-	-	-	-	-	1	01	Level 03	Rs. 21,700
<b>OTHER TECHNICAL &amp; ENGINEERING POSTS</b>													
12.	Superintending Engineer	5212	1	-	-	-	-	-	-	-	01	Level 13	Rs. 1,23,100
13.	Medical Officer	5213	1	-	-	-	-	-	-	-	01	Level 10	Rs. 56,100 +NPA
14.	Manager (ICT) – System Administration	5214	1	-	-	-	-	-	-	-	01	Level 10	Rs. 56,100
15.	Assistant Sports Officer	5215	2	-	-	-	-	-	-	-	02	Level 08	Rs. 47,600
16.	Database Administrator	5216	1	-	-	-	-	-	-	-	01	Level 08	Rs. 47,600
17.	Web Programmer	5217	1	-	-	-	-	-	-	-	01	Level 06	Rs. 35,400
18.	Junior Engineer (Electrical)	5218	1	-	-	-	-	-	-	-	01	Level 06	Rs. 35,400
<b>TOTAL</b>											21		

**2. ADMIN POSTS:**

19.	Assistant Registrar	5219	-	-	-	1	-	-	-	-	01	Level 10	Rs. 56,100
20.	Security Officer	5220	1	-	-	-	-	-	-	-	01	Level 10	Rs. 56,100
21.	Superintendent	5221	1	-	-	-	-	-	-	-	01	Level 08	Rs. 47,600
22.	Junior Superintendent	5222	1	-	1	1	-	-	-	-	03	Level 06	Rs. 35,400
23.	Senior Assistant	5223	-	-	-	-	01*# (UR)	-	-	-	01	Level 05	Rs. 29,200
<b>TOTAL</b>											07		

<b>Gross emoluments:</b>	Admissible benefits include Basic Pay, DA, Medical Facility and Transport Allowance, as per Government of India rules as applicable at Jodhpur, Rajasthan.
<b>Age Bar:</b>	<b>As mentioned against each post(s)</b> Age, qualification and experience will be calculated on the closing date of online submission of applications. Relaxation in age for the category candidates only would be admissible as per RPR 2021 of IIT Jodhpur/Central Government Rules.
<b>PwBD category:</b>	*: OH (OA, OL), HH #: OH (OL, BL,OA), HH, VH (LV)

The age, essential, desirable qualifications and experience required for the above post (s), as per Post Code, are as under:			
<b>1. TECHNICAL POSTS</b>			
<b>(A) SCIENTIFIC OFFICER</b>			
<b>1.</b>	<b>Scientific Officer (Education Technology)</b>	<b>[Post Code -5201]</b>	<b>Age : 40 Years</b>
<b>Essential Qualifications:</b> Ph.D. degree in Education Technology and/or subjects pertaining to Technical Education and Pedagogy or equivalent.			
<b>Desirable Qualifications:</b> The applicant must have first class or equivalent grade in preceding degree in respective discipline, with consistently good academic record.  The applicant must have demonstrative evidence of research output (Papers and/or Patents).  The candidate must have demonstrated work in developing education technology. Work in Engineering education and use of new technology in various aspects of engineering education is very desirable.			
<b>(B) BIOSCIENCE AND BIOENGINEERING</b>			
<b>2.</b>	<b>Senior Technical Assistant</b>	<b>[Post Code -5202]</b>	<b>Age : 30 Years</b>
<b>Essential Qualification:</b> 1. B. Tech./B.E. or B.Sc. or equivalent in Biological/Life Sciences/Biotechnology/Biology/Biomedical Engineering with 55% marks from a recognized University/ Institute with 03 years' relevant experience in handling basic biological equipment's OR Three years Diploma in Engineering / Applied Science or equivalent in Biological/Life Sciences/Biotechnology/Biology/Biomedical Engineering (after 10+2) with a minimum of 55% marks from a recognized University/ Institute with at least 05 Years' relevant experience in handling basic biological equipment's. 2. Should have computer literacy and experience of working with computer office applications			
<b>(C) COMPUTER SCIENCE &amp; ENGINEERING</b>			
<b>3.</b>	<b>Technical Superintendent</b>	<b>[Post Code -5203]</b>	<b>Age : 37 Years</b>
<b>Essential Qualification:</b> Master's Degree or its equivalent in Computer Science and Engineering/ Information Technology/Computer Application or its equivalent with 55% marks from a recognized University/Institute with 05 years' experience in Managing IT Equipment's, Official and Technical Documentation, Technical RFP preparation, Purchase in the Pay Level 6 or its equivalent			
<b>Desirable</b> Good English and Hindi communication skill			
<b>4.</b>	<b>Junior Technical Superintendent</b>	<b>[Post Code -5204]</b>	<b>Age : 35 Years</b>
<b>Essential Qualification:</b> Master's Degree in Computer Science and Engineering/ Information Technology/Computer Applications or its equivalent with 55% marks from a recognized University/Institute with 03 years' relevant experience in ICT Technologies, in Central / State Govt. / Autonomous Bodies/ PSU  OR  B. Tech. or equivalent qualification with 55% marks in Computer Science and Engineering/Information Technology or its equivalent from a recognized University/Institute with 04 year relevant experience in ICT Technologies, in Central / State Govt. / Autonomous Bodies/ PSU			
<b>Desirable:</b> Good English and Hindi communication skill			

5.	<b>Senior Technical Assistant</b>	<b>[Post Code -5205]</b>	<b>Age : 30 Years</b>
	<p><b>Essential Qualification:</b></p> <p>B. Tech./B.E. or B.Sc. or equivalent in Computer Science/Computer Applications/Information Technology/ or equivalent field with 55% marks from a recognized University/ Institute with 03 years' relevant experience in ICT Technologies.</p> <p>OR</p> <p>Three years Diploma in Engineering/Applied Science or equivalent in Computer Science/Computer Applications/ Information Technology/ or equivalent (after 10+2) with a minimum of 55% marks from a recognized University/ Institute with at least 05 years' relevant experience in ICT Technologies.</p> <p>Desirable: Good English and Hindi communication skill</p>		
<b>(D) CIVIL &amp; INFRASTRUCTURE ENGINEERING</b>			
6.	<b>Junior Technical Superintendent</b>	<b>[Post Code -5206]</b>	<b>Age : 35 Years</b>
	<p><b>Essential Qualification:</b></p> <p>Master's Degree or its equivalent in Environmental Engineering/ Geotechnical Engineering/ Fluid Mechanics or Water Resources Engineering/ Construction Materials with 55% marks from a recognized University/Institute with 03 years' relevant experience of working in laboratories (related to Environmental Engineering/ Geotechnical Engineering/ Fluid Mechanics or Water Resources Engineering/ Construction Materials) in Central / State Govt. / Autonomous Bodies/ PSU;</p> <p>OR</p> <p>B. Tech. or equivalent qualification with 55% marks in Civil Engineering from a recognized University/Institute with 04 years' of relevant experience of working in laboratories (related to Environmental Engineering/ Geotechnical Engineering/ Fluid Mechanics or Water Resources Engineering/ Construction Materials) in Central / State Govt. / Autonomous Bodies/ PSU;</p> <p><b>Desirable</b></p> <p>Having computer literacy and experience of working with computer office applications</p>		
7.	<b>Senior Technical Assistant</b>	<b>[Post Code -5207]</b>	<b>Age : 30 Years</b>
	<p><b>Essential Qualification:</b></p> <p>B. Tech./B.E. or B.Sc. or equivalent in Civil Engineering with 55% marks from a recognized University/ Institute with 03 years' of relevant experience of working in soil testing/analysis or environmental laboratory</p> <p>OR</p> <p>Three years Diploma in Civil Engineering (after 10+2) with a minimum of 55% marks from a recognized University/ Institute with at least 05 years' of relevant experience of working in soil testing/analysis or environmental laboratory.</p> <p>Should have computer literacy and experience of working with computer office applications</p>		
8.	<b>Junior Technical Assistant</b>	<b>[Post Code -5208]</b>	<b>Age : 27 Years</b>
	<p><b>Essential Qualification:</b></p> <p>B. Tech./B.E. or B.Sc. or equivalent in Civil Engineering with 50% marks from a recognized University/ Institute</p> <p>OR</p> <p>Three years Diploma in Civil Engineering (after 10+2) with a minimum of 55% marks from a recognized University/ Institute with at least 01year experience of working in laboratories (related to Environmental Engineering/ Geotechnical Engineering/ Fluid Mechanics or Water Resources Engineering/ Transportation Engineering).</p> <p>Should have computer literacy and experience of working with computer office applications</p>		

<b>(E) ELECTRICAL ENGINEERING</b>			
<b>9.</b>	<b>Technical Superintendent</b>	<b>[Post Code -5209]</b>	<b>Age : 37 Years</b>
	<p><b>Essential Qualification:</b>  Master's Degree in Science or Engineering or its equivalent qualification in Electronics &amp; Communication/ Instrumentation/ Electrical Engineering/ Electronics/ Microelectronics or its equivalent with 55% marks from a recognized University/ Institute with 05 years' relevant experience in the Pay Level 6 or its equivalent</p> <p>The <b>relevant experience</b> should be in any of the following fields:</p> <ul style="list-style-type: none"> <li>i. Communication</li> <li>ii. Electronic Circuit design</li> <li>iii. Digital circuits and embedded systems</li> <li>iv. Microelectronics</li> <li>v. Electronic/ Instrumentation</li> <li>vi. Knowledge of Linux/ Ubuntu/ RHEL OS, understanding of EDA tools and capable of handling servers</li> <li>vii. Hardware prototyping experience in PCB prototyping, soldering, assembling test jigs, etc.</li> </ul>		
	<p><b>Desirable</b></p> <p>Having computer literacy and experience of working with computer office applications</p>		
<b>10.</b>	<b>Junior Technical Superintendent</b>	<b>[Post Code -5210]</b>	<b>Age : 35 Years</b>
	<p><b>Essential Qualification:</b>  Master's Degree or its equivalent in Electronics &amp; Communication/ Instrumentation/ Electrical Engineering/ Electronics/ Microelectronics with 55% marks from a recognized University/ Institute with 03 years relevant experience in Central/ State Govt./ Autonomous Bodies/ PSU;  OR  B. Tech. or equivalent qualification with 55% marks in Electronics &amp; Communication/ Instrumentation/ Electrical Engineering/ Electronics/ Microelectronics from a recognized University/Institute with 04 years' relevant experience in Central/ State Govt./ Autonomous Bodies/ PSU;</p> <p>The <b>relevant experience</b> should be in any of the following fields:</p> <ul style="list-style-type: none"> <li>i. Communication</li> <li>ii. Electronic Circuit design</li> <li>iii. Digital circuits and embedded systems</li> <li>iv. Microelectronics</li> <li>v. Electronic/ Instrumentation</li> <li>vi. Knowledge of Linux/ Ubuntu/ RHEL OS, understanding of EDA tools and capable of handling servers</li> <li>vii. Hardware prototyping experience in PCB prototyping, soldering, assembling test jigs, etc.</li> </ul>		
	<p><b>Desirable</b></p> <p>Having computer literacy and experience of working with computer office applications</p>		
<b>11.</b>	<b>Junior Technical Assistant</b>	<b>[Post Code -5211]</b>	<b>Age : 27 Years</b>
	<p><b>Essential Qualification:</b>  (1) B. Tech./ B.E. or B.Sc. or equivalent in Electronics &amp; Communication/ Instrumentation/ Electrical Engineering/ Electronics/ Microelectronics with 50% marks from a recognized University/ Institute  OR  Three years Diploma in Engineering / Applied Science or equivalent in Electronics &amp; Communication/ Instrumentation/ Electrical Engineering/ Electronics/ Microelectronics (after 10+2) with a minimum of 55% marks from a recognized University/ Institute with at least 01 year relevant experience.</p> <p>(2) The relevant experience should be in any of the following fields:</p> <ul style="list-style-type: none"> <li>i. Communication</li> <li>ii. Electronic Circuit design</li> <li>iii. Digital circuits and embedded systems</li> <li>iv. Microelectronics</li> <li>v. Electronic/ Instrumentation</li> <li>vi. Knowledge of Linux/ Ubuntu/ RHEL OS, understanding of EDA tools and capable of handling servers</li> <li>vii. Hardware prototyping experience in PCB prototyping, soldering, assembling test jigs, etc.</li> </ul>		
	<p>Should have computer literacy and experience of working with computer office applications</p>		

<b>(F) OTHER TECHNICAL &amp; ENGINEERING POSTS</b>		
12.	<b>Superintending Engineer</b>	<b>[Post Code -5212] Age: 50 Years</b>
	<p><b>Essential Qualification:</b>            (1). M.E./ MTech. degree in Civil or Electrical Engineering with 55% Marks in Civil or Electrical Engineering from a recognized University/Institute with at least 10 year experience in relevant field as Engineer, of which 5 years should be as Assistant Engineer in the Level 11 (or its equivalent)  <b>OR</b>            First class (or equivalent) in B.E./B.Tech degree in Civil or Electrical Engineering from recognized University / Institute with at least 12 years experience in relevant field as Engineer, of which 5 years should be as Assistant Engineer in the Pay Level 11 (or its equivalent)</p> <p>(2) Experience of coordinating with multi-disciplinary planning consultants, architects, and construction of Govt. Organization.</p> <p><b>Desirable Qualifications</b></p> <ol style="list-style-type: none"> <li>(1) Having computer literacy and experience of working with computer office applications</li> <li>(2) Knowledge of Computer-Aided Design (CAD), and latest Construction Management or other relevant software</li> <li>(3) Proven track record of handling construction projects</li> <li>(4) Experience of working with high tension lines, electrical maintenance planning, execution of electrical works, or civil works, designing and estimation, construction management of large projects, etc., as relevant to the specialization of the person</li> </ol>	
13.	<b>Medical Officer</b>	<b>[Post Code - 5213] Age : 45 Years</b>
	<p><b>Essential Qualification:</b>            M.D. or M.S. in an appropriate branch of Medicine  <b>OR</b>            M.B.B.S. with Postgraduate Diploma in an appropriate branch of Medicine plus at least 2 years' experience in a recognized hospital.  <b>OR</b>            M.B.B.S. including completion of compulsory rotatory internship followed by at least 4 years' experience in a recognized hospital</p> <p><b>Desirable Qualifications</b></p> <ol style="list-style-type: none"> <li>1. Specialization in medicine/chest diseases/paediatrics/obstetrics/gynaecology or family medicine</li> <li>2. The work experience should be in a medical college or large Govt./Private Hospital</li> </ol>	
14.	<b>Manager (ICT) – System Administration</b>	<b>[Post Code – 5214] Age : 45 Years</b>
	<p><b>Essential Qualification:</b></p> <ol style="list-style-type: none"> <li>1. M.Tech/M.E./Master in appropriate field or Computer Engineering or Computer Application with at least 55% Marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 05 year experience required as under.</li> </ol> <p><b>OR</b></p> <ol style="list-style-type: none"> <li>2. B.Tech /B.E. in appropriate field with at least 60% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 10 year experience required as under.</li> </ol> <p><b>Experience:</b></p> <ol style="list-style-type: none"> <li>1. Proven experience on Server Virtualization design, implementation, capacity planning and maintenance at the Institute level</li> <li>2. Prior experience in handling Computer Centre Servers/HPC/On-Premise Private Cloud Infrastructure etc.</li> </ol> <p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>1. Ph.D. in relevant field from a recognized University /Institute.</li> <li>2. Well versed with the latest technologies of the domains having large network service requirement for Servers, HPC and Big Data Cluster</li> <li>3. Knowledge of e-Procurement process.</li> <li>4. Preference will be given to those who have good consistent academic record in all Boards examinations</li> </ol>	

15.	<b>Assistant Sports Officer</b>	<b>[Post Code - 5215 ]</b>	<b>Age : 35 Years</b>
	<p><b>Essential Qualification:</b></p> <p>1. Masters' degree in the Physical Education or equivalent from a recognized Institute/University with at least 55% marks with Minimum 02 years of relevant experience of working in Institute/University, Autonomous Body, PSEs or Public Sector Organization of repute.</p> <p>OR</p> <p>Bachelor degree in the Physical Education or equivalent from a recognized Institute/University with at least 55% marks with Minimum 04 years of relevant experience of working in Institute/University, Autonomous Body, PSEs or Public Sector Organization of repute.</p> <p>2. Certificates of having represented the University at the inter-university competitions or at the National/State or District Diploma in Coaching from National Institute of Sports</p>		
	<p><b>Desirable Qualifications:</b></p> <p>1. Experience of having coaching in Track &amp; Field events or any games.</p> <p>2. Participation at the National level in any of these above fields.</p> <p>3. Experience of organizing Sports Meet(s).</p> <p>4. Having computer literacy and experience of working with computer office applications</p>		
16.	<b>Database Administrator</b>	<b>[Post Code - 5216 ]</b>	<b>Age : 35 Years</b>
	<p><b>Essential Qualification:</b></p> <p>B.E/B.TECH in Computer Sc. &amp; Engg. /Information Technology/Electronics &amp; Electrical Communication or MCA or M.SC in Computer Sc. From a reputed University/Institute with minimum 60% marks.</p> <p>And</p> <p>Persons with minimum 6 years hands on experience in database administration in any RDBMS, preferably in PostgreSQL, Good SQL knowledge, query tuning in Postgre SQL/Oracle or in any other RDBMS.</p>		
	<p><b>Desirable Qualifications:</b></p> <p>Knowledge of communication protocols TCP/IP, HTTP would be preferred. Any working experience at client places and for handling implementation especially in reputed academic institutions will get higher preference. Should have efficient communication skills, client handling skills and teaming.</p>		
17.	<b>Web Programmer</b>	<b>[Post Code - 5217 ]</b>	<b>Age : 35 Years</b>
	<p><b>Essential Qualification:</b></p> <p>Bachelor Degree in Computer Application or equivalent with minimum 55% marks at least 03 years' experience in Web designing and maintenance of Website</p>		
	<p><b>Desirable Qualifications:</b></p> <p>1. Certified course or training in Website development</p> <p>2. Having computer literacy and experience of working with computer office applications</p>		
18.	<b>Junior Engineer (Electrical)</b>	<b>[Post Code - 5218]</b>	<b>Age : 35 Years</b>
	<p><b>Essential Qualification:</b></p> <p>Bachelors' Degree or equivalent in Electrical Engineering with at least 55% marks with at least 1 years' experience in relevant field for persons with B.E./B.Tech. degree</p> <p>OR</p> <p>Diploma in Electrical Engineering (3 years duration) from a recognized State Board with at least 55% marks with at least 3 years' experience in relevant field for persons with diploma.</p>		
	<p><b>Desirable Qualifications:</b></p> <p>1. Knowledge of Computer-Aided Design (CAD), and latest Construction Management or other relevant software</p> <p>2. Experience in construction management or high-power line installation and management</p> <p>3. Computer literacy and experience of working with computer office applications</p>		

## ADMINISTRATION POSTS

19.	<b>Assistant Registrar</b>	[Post Code - 5219 ]	Age : 45 Years
	<p><b>Essential Qualification:</b></p> <p>1. Masters' degree in any discipline with at least 55% marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute</p> <p>2. Employees serving as Supervisory level post for at least 5 years' experience at Level 6 &amp; above out of which at least 03 years' experience in a Centrally Funded Technical Institute</p>		
	<p><b>Desirable Qualifications :</b></p> <p>1. Qualification in Management, Engineering or Law, OR Experience in handling computerized administration, legal, stores and purchase, financial, or establishment matters</p> <p>2. Experience in digitalization and digital implementation of office processes</p>		
20.	<b>Security Officer</b>	[Post Code - 5220 ]	Age : 40 Years
	<p><b>Essential Qualification:</b></p> <p>Commissioned Officers serving or retired from Armed Forces/Para-Military Forces having bachelor's degree or equivalent from a recognized University/Institute with at least 55% marks in the qualifying degree with 05 years' experience related to security.</p>		
	<p><b>Desirable Qualifications:</b></p> <p>1. Training, conducting enquiries &amp; investigation, managing contacts and handling emergency situation like Fire Fighting, Rescue Operations, Floods, Earthquake etc.</p> <p>2. Possessing a Diploma certificate in Security operations/Fire safety and disaster management from a recognized University/Institute.</p> <p>3. Able to ride motorcycle, motor car and handle fire arms.</p> <p>4. Have sound health and active habits.</p> <p>5. Conversant with security rules and procedures to deal with Police and the Public.</p>		
21.	<b>Superintendent</b>	[Post Code -5221]	Age : 35 Years
	<p>1. Master's Degree in any discipline or its equivalent with 55% marks from a recognized University/Institute with 05 years' relevant experience in the Pay Level 6 or its equivalent</p> <p>2. Should have computer literacy and experience of working with computer office applications</p>		
22	<b>Junior Superintendent</b>	[Post Code -5222]	Age : 35 Years
	<p><b>Essential Qualification:</b></p> <p>1. Master's Degree in any discipline or its equivalent with 55% marks from a recognized University/Institute with 03 years' relevant experience in Central / State Govt. / Autonomous Bodies/ PSU;</p> <p>OR</p> <p>Bachelor's degree in any discipline with 55% marks or its equivalent with 05 years' relevant experience in Central / State Govt. / Autonomous Bodies/ PSU;</p> <p>2. Should have computer literacy and experience of working with computer office applications</p>		
23.	<b>Senior Assistant</b>	[Post Code - 5223 ]	Age : 30 Years
	<p><b>Essential Qualification:</b></p> <p>1. Bachelor's degree in any discipline or its equivalent with 55% marks from a recognized University/Institute with 03 years' relevant experience in Central / State Govt. / Autonomous Bodies/ PSU;</p> <p>2. Should have computer literacy and experience of working with computer office applications</p>		

**Applicants are advised to read complete advertisement carefully before applying.**

Steps to apply for above mentioned post(s)	
Step 1	Registration
Step 2	Online Application
Step 3	Fee Submission (Online)



## OTHER INFORMATION:

**(A) Abbreviations:**

1	EWS	Economic Weaker Section
2	SC	Schedule Caste
3	ST	Schedule Tribe
4	OBC	Other Backward Caste
5	UR	Unreserved
6	PwBD	Persons with Benchmark Disability
7	Ex-SM	Ex-Servicemen
8	OH	Orthopedic Handicapped
9	OA	One Arm
10	OL	One Leg
11	BL	Both Legs
12	HH	Hearing Handicapped
13	VH	Visual Handicapped
14	LV	Low Vision

**(B) Age relaxation:**

1. SC/ST up to 5years,
2. OBC-NCL upto 3years
3. Regular employees working in IIT Jodhpur & other IITs may apply against the aforesaid advertisement upto the age of 50 years.
4. The existing Staff of IIT Jodhpur engaged through Outsource Agency and Project & all Section 8 Companies established by IIT Jodhpur who are educationally qualified and have rendered minimum 03 years of service on continuous basis will be considered eligible upto a maximum of 50 years age. However, they have to pay required fee of the post applied for.

**5. Ex-Servicemen:**

Category	Relaxation in upper age limit
Ex-SM+ General	3 years
Ex-SM+OBC-NCL	6 years (3 years+3 years)
Ex-SM+SC/ST	8 years (3 years+5 years)

An ex- serviceman shall be allowed to deduct the period of actual military service from his/her actual age and if the resultant age does not exceed the maximum age limit prescribed for the post for which he/she is seeking appointment by more than three years after the above relaxations, he/she shall be deemed to satisfy the condition regarding age limit.

**6. Persons with Benchmark Disability (PwBD)**

Category	Relaxation in upper age limit
PwBD + General	10years
PwBD+ OBC -NCL	13years
PwBD+ SC/ST	15years

## GENERAL INSTRUCTIONS TO APPLICANTS

01	The applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the post applied for. They must be fulfilling eligibility criteria as on the closing date of applications failing which their application will be rejected. The Institute will retain online applications data for non-shortlisted/non-selected candidates only for three months after completion of recruitment process of the said post.
02	Each post carries retirement or terminal benefits as per <i>Institute Rules</i> .
03	Besides pay, each post carries allowances according to the Institute rules, which at present are at par with Central Government employees.
04	Applicants are advised to ensure, before applying, that they possess at least the minimum essential qualification and experience laid down for the post.
05	<b>SC, ST, OBC, Ex-Serviceman &amp; EWS applicants are required to attach the valid Caste/required Certificate. PWD applicants are required to attach the Disability Certificate, in the format prescribed by the Government of India.</b>
06	Institute strives to have a workforce which reflects gender balance, hence, women candidates are encouraged to apply.
07	Age, qualification and experience will be calculated on the closing date of online submission of applications. Relaxation in age to SC, ST, OBC, PwD & Ex-Serviceman would be admissible as per Central Government Rules for the category post(s) only.
08	The Institute reserves the right to: (a) Hold Written Test, Skill Test, or Interview for selection, whenever circumstances so warrant. (b) Withdraw any advertised post(s) at any time without giving any reason. Also, any consequential vacancy arising at the time of Written Test /Interview may be filled up from the available candidates. Thus, the number of positions may change; and (c) Offer the post at a level lower than that advertised, depending upon the qualifications, experience and performance of the candidate; and
09	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. Where the number of applications received in response to an advertisement is large, it may not be convenient and/or possible for the Institute to conduct a test and interview for all the applicants. In such cases, the Institute may restrict the number of applicants to be called for the Written Test to a reasonable limit, on the basis of Qualification and Experience higher than the minimum prescribed in the advertisement. Therefore, applicants should furnish details of all qualifications and experience possessed in the relevant field, over and above (if any) the minimum qualifications prescribed along with documentary evidences.
10	Applicants can see the status of their application using their <i>Log-in Id</i> and <i>Password</i> on an online portal at any point of time during the selection process.
11	The Institute reserves the right to relax age, qualifications and/ or experience in exceptional situation / cases, or in case of persons already holding analogous positions in a university, research institute, industry, etc.
12	Wherever, the post requires experience in a certain Pay/Grade Pay/Pay Level, the same refers only to that in Central Government (6 <sup>th</sup> /7 <sup>th</sup> CPC). Those serving in the organization under Central or State Government including PSUs/PSEs, Universities, Banking Sector etc. , their Pay/Grade Pay/Pay Level should be equivalent to Pay/Grade Pay/ Pay Level of 6 <sup>th</sup> /7 <sup>th</sup> CPC as mentioned against each post.
13	Higher initial pay may be given to exceptionally qualified and deserving applicants on recommendation(s) of the Selection Committee.
14	The number of vacancies indicated in the notification is tentative. IIT Jodhpur reserves the right to increase or decrease the number of advertised posts. Further, IIT Jodhpur reserves the right to NOT fill any of the posts advertised.
15	Applicants have to pay a non-refundable application fee of <b>Rs. 1,000 for posts having Pay level 10 &amp; above, Rs.500 for all other posts. Persons from the SC, ST, PwD, Ex-Servicemen, Women, EWS categories and regular employee(s) of IIT Jodhpur are not required to pay application fee.</b> Submitting the application form and paying fee should be done only through the online process; please visit Institute's website ( <a href="http://www.iitj.ac.in">www.iitj.ac.in</a> ) for the same. After submission of application and payment of fee, a PDF will be generated of the completed form and fees receipt. Applicants are required to keep a softcopy of application form and fee receipt for future reference.
16	Persons serving in <i>Government, Semi-Government or Public Sector Undertakings</i> should send THROUGH PROPER CHANNEL, the completed application form along with all relevant supporting documents and fee receipt in original, failing which such persons shall be required to produce NOC before appearing for the Interview/Written Test, provided they have sent an <i>Advance Copy</i> of the complete application form along with <i>fees receipt in original</i> .
17	The persons applying for more than one post must apply separately for each post (along with payment of fees for each post).
18	The complete postal address (including Telephone Number, Fax Number, Mobile Number and e-Mail address) of the present employer mentioning the name of the organization and whether the organization is a <i>Government, Semi-Government, Autonomous, Public Sector Enterprises or Private Sector</i> , should be indicated in the Application Form.
19	Outstation Applicants called for test, and who qualify for the last round of selection (namely <i>skill test</i> ), will get reimbursement of fare (from the <i>Place of Residence</i> to <i>Jodhpur</i> and back by the shortest route) as per norms of the Institute through on-line transfer (RTGS/NEFT).
20	<b><u>MOST IMPORTANT:</u></b>
	(i) The applicants are not required to send hard copy of the applications, hence, they have to attach all the documents like Marks-sheet(s), Degree(s), Experience Certificate(s) for each entry of experience mentioned in the application. Applicants are advised to upload scan copy of Original documents (Educational, Experience, Caste, etc.). (ii) Candidates are also advised to mention experience of each Pay Level/ Post individually in application form. (iii) Incomplete application form, without the attachment of all relevant Certificates (both experience and professional), will be summarily rejected. (iv) <b>No request for CORRECTION(s) in application form shall be entertained.</b> The responsibility of entries in the application form lies with the Applicant.

21	Canvassing in any form or bringing in any influence political or otherwise, will be a disqualification for the post. <b>INTERIM ENQUIRIES WILL NOT BE ENTERTAINED.</b>
22	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.
23	After joining the service of the Institute, the persons will have to abide by the Rules, Regulations, Ordinances, Act and Statutes and 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.
24	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 candidates are fake, or the person has a clandestine antecedents or background and has suppressed the said information, then his/her services shall be terminated forthwith.
25	<b>CANDIDATES ARE ADVISED TO VISIT THE INSTITUTE WEBSITE FOR INFORMATION RELATED TO SYLLABUS, SHORTLISTING, EXAM SCHEDULE &amp; OTHER UPDATES. NO QUERIES FOR THE SAME SHALL BE ENTERTAINED THROUGH EMAIL/TELEPHONIC CALLS.</b>
26	<b>The candidate shall retain the mobile number &amp; email address provided at the time of filling the application form as all further communication shall be made on email and/or mobile number.</b>
27	<p>The applicants are required to apply <i>only through ONLINE</i> process up to <b>30th May, 2023 till 23:59 Hrs</b> with attachment of all required documents, failing which candidature will not be considered. The application which will be completed <b>(frozen)</b> shall only be considered.</p> <p>For a query related to advertisement, applicant may send e-mail on <a href="mailto:recruitment@iitj.ac.in">recruitment@iitj.ac.in</a>. <b>However, enquiry/queries related to eligibility for the post/interpretation of rules or forwarding of application will not be entertained.</b></p> <p>Address:  Assistant Registrar  <b>Office of Establishment-II</b>  Indian Institute of Technology Jodhpur  NH-62, Nagaur Road, Karwar  Jodhpur 342 030  Ph: 0291 280 1091/1090  eMail: <a href="mailto:recruitment@iitj.ac.in">recruitment@iitj.ac.in</a></p>

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Registrar