INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
TIRUCHIRAPPALLI
(An Institute of National Importance under MHRD, Govt. of India)
NIT CAMPUS, TIRUCHIRAPPALLI -15
Mail id: director@nitt.edu   Contact No.:0431-2503002

IIITT/ Recrt/NTS-01/2019   **Date: 27.02.2019**

Press Advt. No. 01 /2019

Applications are invited from eligible candidates for recruitment of non-teaching posts on Temporary basis. Detailed information regarding posts, vacancies, qualification, experience, age limit, salary, etc., can be accessed through the link www.iiitt.ac.in/notification (Temporary non-teaching recruitment Notification No.IIITT/Recrt/NTS-01/2019). Last date for receipt of filled in applications is 22.03.2019 at 5.00 P.M.

MENTOR REGISTRAR

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY
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(An Institute of National Importance under MHRD, Govt. of India)
NIT CAMPUS, TIRUCHIRAPPALLI -15
Mail id: dean-iiits@nitt.edu   Contact No.: 0431-2500539,2500439

ANNEXURE – I: DETAILED ADVERTISEMENT

Recruitment of Temporary Non - Teaching Staff

Applications are invited for the following posts on temporary basis to this Institute:

Sl. No.	Name of the post	No. of Posts	Consolidated Pay in Rs.
1.	Consultant (Accounts)	1	35,000/-
2.	Technical Assistant	1	20,000/-
3.	Library Assistant	1	20,000/-
4.	Office Assistant	1	17,000/-

All the posts are purely temporary for a period of one year. However based on the requirement and performance the posts may be extended for one more year.

Age limit, qualification and experience, if any, for the posts are furnished in the Annexure - II.

The Institute reserves the right to increase or decrease the number of vacancies or cancel the recruitment process for one or more posts.

Candidates should submit their filled in application in the proforma enclosed in Annexure - III so as to reach the following address on or **before 22, March 2019 at 5.00 P.M.**

> **The Mentor Director [Attn: The Dean (IIITT)]**
> **Indian Institute of Information Technology Tiruchirappalli**
> **National Institute of Technology Campus,**
> **Tiruchirappalli – 620 015.**

Applications should be superscribed with the words "Application for the post of -------------------.

Fulfilment of the prescribed qualifications alone will not ensure that the candidates will be called for test and/or interview. Copies of certificates should be sent along with the application. Candidates for the temporary posts will be selected on the basis of their performance in written test and interview. Syllabus for the written test will be uploaded in the website of the Institute in due course. Applicants are directed to see the website of the Institute frequently for any updated information regarding the recruitment process. Dates of test and Interview will be intimated to the shortlisted candidates through E-mail and Institute website. No TA/DA will be paid for attending the interview. No correspondence will be entertained either before or after the interview.

Mentor Registrar

ANNEXURE – II : QUALIFICATION, AGE, EXPERIENCE

S.No	Name of the Post	Age Limit as on 1/02/2019	Educational and Other Qualifications	Experience
1.	**Consultant (Accounts) (Temporary)**	Preferably below 60 years	Essential: 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. Desirable 1)Qualification in area of Management/Engineering/Law 2)A Chartered or Cost Accountant degree or diploma	1) 9 years' experience as Assistant Professor in the AGP of Rs.6000/- and above with experience in educational administration or 2) Comparable experience in research establishment and/or other institutions of higher education, or 3) 5 years of administrative experience as Assistant Registrar or equivalent. Desirable:- - Experience in handling computerized administration/ legal/ financial/ establishment matters - Experience in account, audit departments of AG office.
2.	**Technical Assistant (Temporary)**	Below 30 years	Essential: Post-graduate degree in science (CS, IT, Computer Applications) or B.E/B.Tech in ECE, Computer Science Engineering/Information Technology from a recognized University or Institute.	Desirable: Two years experience in any Govt. of India Office or Centrally funded Technical Institute in the area of Networking, Computer Programming, MIS, etc.
3.	**Library Assistant (Temporary)**	Below 30 years	Essential: (i) Bachelors Degree in Library Science /Information Science/Documentation Science or an equivalent professional degree with first class and a consistently good academic records with superior knowledge of computerized library service.	Desirable: i) Two years experience Library automation in any Centrally Funded Technical Institute.
4.	**Office Assistant (Temporary)**	Below 30 years	Essential: Any degree with first class and good academic records	Desirable: Minimum Typing speed of 35 w.p.m and proficiency in Computer word processing and Spread sheet.

Note: Work load assigned may change time to time based upon needs.

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ANNEXURE – III: APPLICATION PROFORMA

APPLICATION FOR TEMPORARY APPOINTMENT OF CONSULTANT (ACCOUNTS) TECHNICAL ASSISTANT/LIBRARY ASSISTANT/ ASSISTANT/

Post Applied For:

Please specify Temporary Appointment:

1) Name :

2) Sex : | M | | F |
   (Mark a √ in the appropriate box)

3) Father's Name/ Husband's Name :

4) Date of Birth :   Age:

5) Community of the applicant : | UR | | OBC | | SC | | ST |
   (Mark a √ in the appropriate box)

6) Marital Status :

7) Address for Communication :

   Permanent Address :

8) Mobile No: Email -Id :

9) Educational Qualification*: Starting from XII Std.

Sl. No.	Course	Discipline	Name of the Institution	Class/ Percentage of marks obtained	Year of passing
1.					
2.					
3.					
4.					
5.					

Affix Recent Passport size Photograph

10) Details of experience* (in chronological order)

Sl. No.	Name of the Organization/Institute	Designation	Period of Service		Basic pay & Scale of pay/ Pay band
			From	To	
1.					
2.					
3.					
4.					
5.					

11) Whether present employment is a pensionable service :

12) Minimum time required to join, if selected :

13) Any other information which the applicant may wish to furnish:

Date: <Signature of the applicant>

Place:

Note:

* Self-attested copies of certificates in proof of age, educational qualification, and experience should be sent along with the application.