INDIAN INSTITUTE OF TECHNOLOGY INDORE
Simrol, Khandwa Road, Indore - 453552 India
Advt. No.: IITI/Estt./NT posts-01/ dated 31-5-2017

Indian Institute of Technology Indore, an Institute of National importance under Ministry of HRD, Govt. of India invites applications ONLINE from suitable person(s) for the following positions:

Sr. No.	Post	No. of Post	Salary
01	**Administrative Officer**	1-UR 1-OBC	Pay Scale: Rs 15,600-39,100 (PB-3) Grade Pay- 5,400/-
02	**Assistant Executive Engineer**	1-UR (Electrical) 1-UR (Civil)	Pay Scale: Rs 15,600-39,100 (PB-3) Grade Pay- 5,400/-
03	**Assistant IT Officer**	2-UR	Pay Scale: Rs 15,600-39,100 (PB-3) Grade Pay- 5,400/-
04	**Medical Officer (Female)**	1-UR	Pay Scale: Rs 15,600-39,100 (PB-3) Grade Pay- 5,400/-
05	**Server Programmer**	1-UR	Pay Scale: Rs 15,600-39,100 (PB-3) Grade Pay- 5,400/-
06	**Assistant Placement Officer**	1-UR	Pay Scale: Rs 9,300-34,800 (PB-2) Grade Pay- 4,600/-
07	**Staff Nurse**	1-UR	Pay Scale: Rs 9,300-34,800 (PB-2) Grade Pay- 4,200/-
08	**Manager**	1-UR 1-OBC 1-SC	Pay Scale: Rs 9,300-34,800 (PB-2) Grade Pay- 4,200/-
09	**Junior Hindi Translator**	1-UR	Pay Scale: Rs 9,300-34,800 (PB-2) Grade Pay- 4,200/-
10	**Technical Assistant (Academic Infrastructure)**	1-UR	Pay Scale: Rs 5,200-20,200 (PB-1) Grade Pay- 2,800/-
11	**Deputy Manager**	1-SC	Pay Scale: Rs 5,200-20,200 (PB-1) Grade Pay- 2,400/-
12	**Deputy Manager**	4-UR 1-SC	Pay Scale: Rs 5,200-20,200 (PB-1) Grade Pay- 2,000/-
13	**Lab In-charge/ Office In-charge**	3-UR	Pay Scale: Rs 5,200-20,200 (PB-1) Grade Pay- 1,800/-
14	**Officer (Students Activities and Facilities)**	1 Post On contract	Consolidated Salary between Rs 50,000/- to 70,000/- per month

Candidates possessing the requisite qualification and experience may apply only through **ONLINE** mode. Last date of application interface is **23-06-2017** and for receipt of hard copy of the application in the Institute is **30-06-2017.** For further details visit Institute website www.iiti.ac.in

REGISTRAR

Recruitment of Non-Teaching posts:-

Online applications are invited for the following post at Indian Institute of Technology Indore. IIT Indore is one of newly established Institutes by Ministry of Human Resource Development, Government of India.

1.   Administrative Officer -2 (Posts) (Category: 1-UR & 1-OBC)

Qualification and Experience: A Post graduate degree with at least 55% of the marks or its equivalent grade of B in the UGC 7 point scale, along with a good academic record with 3 years' administrative experience in the GP of Rs 4,800/- **OR** 5 years' in GP of Rs 4,600/- **OR** 8 years' in GP of Rs 4,200/- or equivalent amount where no GP system is available.

Desirable: i) Professional   qualification   in   area   of Management /Finance & Accounts
            ii) Experience in handling Administrative / Legal /Finance /Stores & Purchase / Establishments matters.

Pay Scale: (Pre-revised): (Rs 15,600 - 39,100) with Grade Pay of Rs 5,400/- total emoluments on the minimum of pay in Pay Band is Rs 61,312/- (as per present rates of DA and TA) per month.

Age Limit - 45 years

2.   A) Assistant Executive Engineer (Electrical) -1 (Post) (Category-UR)

Qualification and Experience: First class B.E/B.Tech (Electrical) or equivalent CGPA with 8 years' experience (OR) First class M.E/M.Tech. (Electrical) or equivalent CGPA with 5 years' experience in relevant area.

Desirable: Preference will be given to applicants having higher qualification and experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs) with good working knowledge of English language.

Pay Scale (Pre-revised): (Rs 15,600 - 39,100) with Grade Pay of Rs 5,400/- total emoluments on the minimum of pay in Pay Band is Rs 61,312/- (as per present rates of DA and TA) per month.

Age Limit - 45 years

B) Assistant Executive Engineer (Civil) -1 (Post) (Category-UR)

Qualification and Experience: First class B.E/B.Tech (Civil) or equivalent CGPA with 8 years' experience (OR) First class M.E/M.Tech. (Civil) or equivalent CGPA with 5 years' experience in relevant area.

Desirable: Preference will be given to applicants having higher qualification and experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs) with good working knowledge of English language.

Pay Scale (Pre-revised): (Rs 15,600 - 39,100) with Grade Pay of Rs 5,400/- total emoluments on the minimum of pay in Pay Band is Rs 61,312/- (as per present rates of DA and TA) per month.

Age Limit - 45 years

3. Assistant IT Officer-2 (Posts) (Category-UR)

Qualification & Experience: First Class M.E. /M.Tech in CSE or MCA with at least 3 years' experience or B.E/B.Tech /M.Sc (CS) with 5 years' demonstrated relevant experience and knowledge in a reputed Organisation.

Desirable: Preference will be given to applicants having sound knowledge of software development/programming and network programming/scripting with experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs).

Pay Scale (Pre-revised): (Rs 15,600 - 39,100) with Grade Pay of Rs 5,400/- total emoluments on the minimum of pay in Pay Band is Rs 61,312/- (as per present rates of DA and TA) per month.

Age Limit - 45 years

4. Medical Officer (Female) -1 (Post) (Category-UR)

Qualification & Experience: MBBS degree of a University recognized by IMC including completion of Compulsory Rotatory Residential Internship (CRRI) followed by at least 3 years' of clinical experience in recognized hospitals.

Desirable: Preference will be given to applicants having experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs).

Pay Scale (Pre-revised): (Rs 15,600 - 39,100) with Grade Pay of Rs 5,400/- total emoluments on the minimum of pay in Pay Band is Rs 74,752/- (as per present rates of DA and TA including non-practicing allowance) per month.

Age Limit - 45 years

5. Server Programmer 1 (Post) (Category-UR)

Qualification & Experience: B.Tech. / B.E. or equivalent degree in appropriate discipline with at least 55% of the marks or its equivalent grade of B in the UGC 7 point scale with relevant experience of minimum 5 years' after the qualifying degree.
OR
M.Tech./M.E. in appropriate discipline with at least 55% of the marks or its equivalent grade of B in the UGC 7 point scale with relevant experience of minimum 2 years' after the qualifying degree.

Essential Programming Skills: Java Developer in building high-performing, scalable, enterprise-grade applications; Large scale software designing and development using JAVA; Spring and Hibernate Framework; network security; socket communication; REST api building; client-server communication; Postgres/Oracle (Using SQL, PLSQL and NO-SQL); Bootstrap; XML; JSON; Angular JS2; Web and Application Server Configuration; API usage and maintenance of web-servers (Apache, Tomcat); knowledge of Authentication and Encryption Mechanisms; SSL; very good knowledge of PHP, HTML, Virtual machine setup, vSphere, Vmware Hypervisor configuration and complete Linux administration for servers.

Desirable: Preference will be given to applicants having experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs).

Pay Scale (Pre-revised): (Rs 15,600 - 39,100) with Grade Pay of Rs 5,400/- total emoluments on the minimum of pay in Pay Band is Rs 61,312/- (as per present rates of DA and TA) per month.

Age Limit - 45 years

6.   Assistant Placement Officer 1 (Post) (Category-UR)

Qualification and Experience: B. Tech. / B.E. / Master's degree in any discipline / M.B.A.or equivalent degree with a minimum of 55% marks or equivalent grade point average with relevant experience of 3 years' after the qualifying degree, out of which minimum 1 year should be in GP of Rs 4,200/- or equivalent amount where no GP system is available, handling recruitment or placement.

Desirable: Preference will be given to applicants having experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs).

Pay Scale (Pre-revised): (Rs 9,300 - 34,800) with Grade Pay of Rs 4,600/- total emoluments on the minimum of pay in Pay Band is Rs 47,654/- (as per present rates of DA and TA) per month.

Age Limit - 40 years

7.   Staff Nurse 1 (Post) (Category-UR)

Qualification and Experience: B.Sc. in Nursing with 2 years' experience **OR** 3 years Diploma in Nursing & Midwifery with 5 years' experience.

Desirable: Preference will be given to applicants having experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs).

Pay Scale (Pre-revised): (Rs 9,300 - 34,800) with Grade Pay of Rs 4,200/- total emoluments on the minimum of pay in Pay Band is Rs 38,336/- (as per present rates of DA and TA) per month.

Age Limit - 40 years

8.   Manager -3 (Posts) (Category: 1-UR,1-OBC & 1-SC)

Qualification and Experience: Bachelor's degree with 5 years of experience in relevant area as Junior Assistant / Deputy Manager in the Grade Pay of Rs 2000 or equivalent.

Desirable: Candidates having higher qualification and experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs) having knowledge in computer applications with good working knowledge of English language will be preferred.

Pay Scale (Pre-revised): (Rs 9,300 - 34,800) with Grade Pay of Rs 4,200/- total emoluments on the minimum of pay in Pay Band is Rs 38,336/- (as per present rates of DA and TA) per month.

Age Limit - 40 years

9.   Junior Hindi Translator -1 (Post) (Category-UR)

Qualification and Experience: Master's degree of a recognized University or equivalent in Hindi with English as a subject at the degree level OR Master's degree of recognized University or equivalent in English with Hindi as a subject at the degree level OR Bachelor's degree with Hindi and English as main subjects (which includes term compulsory and elective).

Desirable: (i) Recognized Diploma of Certificate course in translation from English to Hindi and vise -versa. (ii) Two years' experience in translation from English to Hindi and vise-versa in Central or State Government offices including Government organizations. (iii) Proficiency in computer skills with operating Hindi application software packages on computer (iv) Experience in translation of technical & scientific documents. Preference will be given to applicants having experience in reputed educational institutes or Centrally Funded Technical Institutes (CFTIs).

Pay Scale (Pre-revised): (Rs 9,300 - 34,800) with Grade Pay of Rs 4,200/- total emoluments on the minimum of pay in Pay Band is Rs 38,336/- (as per present rates of DA and TA) per month.

Age Limit - 40 years

10. Technical Assistant (Academic Infrastructure) -1 (Post) (Category-UR)

Qualification and Experience: PGDCA from a recognized University and Cisco Certified Network Associate (CCNA) with at least 5 years' post-qualification experience in relevant areas i.e. in NKN and NIC Integrated room preferably in Centrally Funded Technical Institutes (CFTIs).

Essential Technical Skills: Candidate must have knowledge about functionality of Virtual Class Room (NKN and NIC Integrated), should be familiar with the various video conferencing Systems, Control system, Audio Switchers, Video Switchers, different type of MICs, DSP Audio processor, Audio Console, Recorder, Audio Mixer, Video Mixer, Splitter, Scaler, Document Camera, Interactive Penal, Smart Board Projectors and trouble shooting of all such AV devices.

Desirable: Candidates are expected to be well versed with Installation of AV rack, AV cables Like RC, VGA, DVI, composite, Cat6, control cable, basic networking router, switches, IP addressing, private network, public network. Basic knowledge about trouble shooting of PCs, laptop and tablets as well as experience of recording, video streaming and webcasting.

Pay Scale (Pre-revised): (Rs 5,200 - 20,200) with Grade Pay of Rs 2,800/- total emoluments on the minimum of pay in Pay Band is Rs 32,858/- (as per present rates of DA and TA) per month.

Age Limit -35 years

11. Deputy Manager -1 (Post) (Category-SC)

Qualification and Experience: B. Com with two years' experience or M. Com with one year experience in the sphere of accounts and finance in the reputed organizations.

Desirable: Candidates having work experience in educational institutions and a sound knowledge of accounting packages and good working knowledge of English language will be preferred.

Pay Scale (Pre-revised): (Rs 5,200-20,200) Grade pay of Rs 2,400/- (Total emolument on the minimum of pay in Pay Band is Rs 29,146/- (as per present rates of DA and TA) per month.

Age Limit - 35 years

12.   Deputy Manager - 5 (Posts) (Category: 4-UR &1-SC)

Qualification and Experience: Bachelor's degree with knowledge of computer operations.

Desirable: Candidates having higher qualification and having knowledge in computer applications with good working knowledge of English language will be preferred.

Pay Scale (Pre-revised): (Rs 5,200-20,200) Grade pay of Rs 2,000/- total emolument on the minimum of pay in Pay Band is Rs 23,074/- (as per present rates of DA and TA) per month.

Age Limit - 35 years

13.   Lab Incharge / Office Incharge - 3 (Posts) (Category - UR)

Qualification and Experience: Matric / SSLC.

Desirable: Candidates having one year relevant experience will be given preference.

Pay Scale (Pre-revised): (Rs 5,200-20,200) Grade pay of Rs 1,800/- total emolument on the minimum of pay in Pay Band is Rs 19,336/- (as per present rates of DA and TA) per month.

Age Limit - 35 years

14.   Officer (Students Activities and Facilities) (1 Post on Contract)

Qualification and Experience: A Post graduate degree with at least 55% of the marks or its equivalent grade of B in the UGC 7 point scale, along with a good academic record in Sciences/Humanities and Social Sciences - with excellent communication and inter-personal skills. Candidate must possess a minimum of three years relevant experience in an educational and/or research entity, or a customer centric service oriented industry/entity, along with a proven track record.

Desirable: The incumbent is expected to take care of initiatives, as well as implementation facets, covering diverse facets such as hostel facilities, mess and catering services, sports and cultural facilities and activities, student welfare, disciplinary requirements for congenial community life, provisions for meeting the special needs of students under stress, placements for internships and employment, student initiative based technical and cultural events, interaction with community and society, etc. are successfully carried out in a seamless and timely manner. The position will entail effective communications, coordination between entities addressing specific activity/facility facets, and, taking up total responsibility for ensuring that the concerned objectives and requirements are fulfilled. In effect, the incumbent is expected to play the role of a single window Facilitator-Manager for the Institutional Student Activities and Facilities, under the overall guidance of the Dean of Student Affairs. Preference will be given to candidates having experience of five years or more in relevant area.

Consolidated Salary: Between Rs 50,000/- to 70,000/- per month depending on the suitability and experience of the candidate.

Age Limit - 45 years

Note: The position is contractual, with an initial tenure of one year, with provision for further annual renewals based on performance appraisal.

General Instructions:-

1. The applicants must apply online through the link provided at institute's website www.iiti.ac.in (till **23-06-2017** **5.00 pm**) **and printout of the application form by affixing recent pass port size photo shall be submitted to institute along with self attested copies of required documents** on or before 5.00 pm on **30-06-2017**. Institute will not be responsible for any postal delay or application lost in transit.

2. Candidates belonging to SC/ST/PWD communities, women and regular employees of IIT Indore are exempted from payment of application fee. Candidates belonging to other than those mentioned above, must submit a fee of Rs 500/- (Non Refundable) through Online Mode, which is part of application.

3. Application fee once paid shall not be refunded under any circumstances.

4. Candidates who have not acquired the educational qualification (results awaited) on the closing date of receipt of application shall not apply.

5. Before applying for the post, Candidates are advised to satisfy themselves about their eligibility.

6. Age limit will be reckoned as on last date of submission of online application. Age relaxation will be applicable as mentioned below:
   a) Relaxation in upper age limit up to a maximum of **5 years** for SC/ST candidates and **3 years** for OBC candidates.
   b) Relaxation in upper age limit up to a maximum of **10 years** for PWD candidates (**15 years** for SC/ST and **13 years** for OBC). Relaxation of age-limit would be permissible to such persons who have a minimum of 40% disability.
   c) Age relaxation in upper age limit up to a maximum of **5 years** for internal candidates who has served minimum 3 years at IIT Indore either on Institute contract **OR** through manpower agency.
   Candidates claiming age relaxation under above mentioned categories are required to attach the self-attested copies of relevant certificate issued from the concerned Competent Authority in the Pro-forma as prescribed by the Govt. of India.

7. The prescribed qualifications and experience are minimum and the mere possession of the same will not entitle candidates to be called for the test or Interview.

8. The requirements of minimum qualification, experience and/or age may be relaxed in case of candidates with outstanding credentials and higher grade experience.

9. Any subsequent amendments/modifications etc. on this matter will be notified in the **institute website only** which may be referred to by the interested candidates continuously. Issuance of amendments/modifications in the newspapers is not obligatory on the part of the institute.

10. **Candidates if, not found suitable for advertised position, may be offered lower position or contractual position for a period of one year**.

11. Experience will be reckoned on the last date for submission of applications. **Experience acquired after minimum qualification prescribed for each post (i.e. post qualification experience) will only be considered.**

12. Institute reserves the right to (a) conduct written tests for such posts wherever it feels necessary and (b) not to fill up / cancel all or any of the posts advertised without assigning any reason.

13. Competent Authority of the institute shall have the power to offer additional increments, higher pay and allowances in case of meritorious candidates.

14. The Institute has the right to increase/decrease the number of vacancies advertised.

15. Candidature of applicant shall be subjected to verification of testimonials at any subsequent stage.

16. Candidates may ensure that they fill in the correct information; Candidates who furnish false information are liable to be disqualified at any stage of recruitment.

17. All the appointees including in-service candidates shall be governed by the New Pension Scheme (NPS) introduced by the Govt. of India.

18. Only screened-in applicants will be called for interview. No interim correspondence whatsoever will be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview.

19. Only shortlisted candidates for interview/written test will be informed individually via email and correspondence address provided by them in their applications.

20. The Institute will have the right to restrict the number of the candidates to be called for test / interview on the basis of qualifications and experience higher than the minimum prescribed or any other criteria that it may deem fit.

21. No TA/DA shall be paid to the candidates for attending the test/interview.

22. The application forms which are not in the prescribed format i.e. **"ONLINE"** and without the s e l f attested copies of **all relevant certificates** (both Experience and Qualification) and fees will be summarily rejected.

23. Candidates are advised to attach a duly signed list of enclosures with the application form.

24. Application in respect of regular employees in Government Departments/Autonomous bodies/ PSUs should be forwarded through proper channel or No Objection Certificate (NOC) to be brought at the time of interview. However, those who are forwarding their application through proper channel are advised to submit an advance copy of application form well before the last date.

25. In case the last date fixed for receipt of applications is declared a holiday, next working day shall be deemed to be the last date for receiving the applications.

26. Application form (a) received after the last date or (b) incomplete in any respect or (c) any fresh enclosures received after the last date shall not be considered.

27. In case of any dispute, any sue or legal proceeding by or against the Institute, Courts within whose local jurisdiction the Institute is situated shall have the jurisdiction.

28. For any queries related to recruitment portal please contact on 0731-2438939 / 937 or email us at careers@iiti.ac.in

29. **Separate application form in separate envelope should be submitted for each post**, the candidate should send their application in an envelope superscripted clearly. "APPLICATION FOR THE POST OF _____

To
The Registrar,
Indian Institute of Technology Indore,
Khandwa Road Simrol,
Indore - 453552
India