



राष्ट्रीय प्रौद्योगिकी संस्थान, कुरुक्षेत्र
NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA
(Under the Ministry of HRD, Govt. of India)
KURUKSHETRA – 136 119 (Haryana)

Advt. No. 02/2017

INSTRUCTION SHEET

Applications in the prescribed format are invited from the Indian Nationals for the recruitment of the following Non-Faculty Posts in the Institute.

Sr. No.	Name of the post	No. of Post	Pay Band & Grade Pay	Category
1.	Registrar	01	37400-67000+GP10000	UR
2.	Sr. Students Activity & Sports Officer	01	15600-39100+GP 8000	OBC
3.	Senior Technical Officer	01	15600-39100+GP 6600	SC
4.	Assistant Librarian	01	15600-39100+GP 6000	UR
5.	Assistant Registrar	03	15600-39100+GP 5400	01OBC, 02UR
6.	Medical Officer	01	15600-39100+GP 5400	OBC
7.	Assistant Engineer (Civil)*	01	9300-34800+GP 4600	UR
8.	Assistant Engineer (Electrical)*	01	9300-34800+GP 4600	UR
Total		10	-	-

* On deputation (including short term contract) failing both by direct recruitment.

The Application form and Instruction sheet having qualifications & experience, upper age limit and other conditions etc. required for the above post(s) can be downloaded from Institute's website www.nitkkr.ac.in. A crossed bank draft of ₹200/- towards application fee drawn in favour of Director, NIT Kurukshetra payable at SBI, NIT Kurukshetra (Code No.6260) or any other Nationalised Bank payable at Kurukshetra be sent along-with the downloaded application form (duly filled). SC, ST and PwD applicants are exempted from application fees. The candidates who have applied earlier for the posts of Assistant Librarian and Assistant Registrars in response to Advt. No.27/2012 and Advt. No.21/2015 are required to apply afresh and they need not pay the application fee again for the same posts. Their application fee will be adjusted for the present application for the post applied earlier subject to fulfilling the eligibility conditions.

The applications duly filled in all respects should reach the Registrar, NIT, Kurukshetra-136119 on or before **20.03.2017 (5:30 p.m.)**. Incomplete applications will not be entertained.

Essential Qualifications & Experience

Sr. No.	Name of the Post	Educational and other qualifications required for post (s)
1.	Registrar - 01(UR) Pay Band - 4: ₹37400 - 67000 + GP 10000	<p><u>Essential:</u></p> <p>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><u>Experience:</u></p> <p>(i) At least 15 years' experience as Assistant Professor in the AGP of Rs. 7000/- and above or with 8 years of service in the AGP of Rs. 8000/- and above including Associate professor along with experience in educational administration, OR</p> <p>(ii) Comparable experience in research establishment and /or other institutions of higher education, OR</p> <p>(iii) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or equivalent.</p> <p><u>Desirable:</u></p> <p>(i) Qualification in area of management/ Engineering /Law (ii) Experience in handling computerized administration /legal /financial /establishment matters.</p> <p><u>Age Limit:</u> Preferably below 57 years</p> <p><u>Period of Probation:</u> Not Applicable</p> <p><u>Method of Recruitment:</u></p> <p>Direct recruitment, failing which on deputation or contract basis for tenure of up to 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.</p> <p><u>Deputation or on contract basis:</u></p> <p>Officers under the Central/state Government/ Universities/Recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:-</p> <p>a) i) Holding analogous post or ii) With at least 3 years regular service in posts with GP of Rs.8700/- as per 6th Central Pay Commission or equivalent; and</p> <p>b) possessing educational qualification and experience as prescribed above.</p>

<p>2.</p>	<p>Sr. Students Activities & Sports Officer - 01(OBC)</p> <p>Pay Band-3: ₹15600 - 39100 + GP 8000</p>	<p>Essential: (i) First Class Master's Degree in Physical Education or in Sports Science with at least 60% marks (or equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record;</p> <p>Record of having represented the University/ College at the inter-University / inter-Collegiate competitions or State and / or national championships;</p> <p>Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p style="text-align: center;">OR</p> <p>First Class Master's Degree in Fine Arts or Performing / Visual Arts, Journalism and Mass Communication or First Class Master's Degree in arts or Science or Bachelor's degree in engineering followed by a diploma of at least one year's duration in Fine Arts or Visual/Performing Arts.</p> <p>(ii) Record of strong involvement and proven track record of participating in sports, drama, music, films, painting, photography, journalism, event management or other student / event management activities during college/ university studies.</p> <p>(iii) Record of organizing such events as student convener or in later part of life.</p> <p>Desirable: Experience in guiding groups of students in creative activities.</p> <p>Experience: Relevant experience of 10 years in post as SAS Officer or instructor or equivalent post in University / Institute of National importance/ Central/State Govt. or similar organization having strong involvement and proven track record in organizing teaching sports, drama, music, films, painting, photography, Journalism, event management or other student activities.</p> <p>Age Limit: Not exceeding 45 years</p> <p>Period of Probation: 2 years</p> <p>Method of Recruitment: Direct recruitment, failing which by deputation.</p>
<p>3.</p>	<p>Sr. Technical Officer - 01(SC)</p> <p>Pay Band-3: ₹15600 - 39100 + GP 6600</p>	<p>Essential: i) B.E./B.Tech. Degree in Mechanical Engineering with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record.</p> <p>Experience: Ten years industrial research, ICT or other relevant experience with application so as to meet the needs of an NIT, at least five years of which should be in the post carrying GP of Rs. 5400/- or equivalent post.</p> <p>Age Limit: Not exceeding 40 years</p> <p>Period of Probation: 2 years for direct recruits.</p> <p>Method of Recruitment: Direct recruitment, failing which by deputation.</p>

<p>4.</p>	<p>Assistant Librarian - 01(UR)</p> <p>Pay Band-3: ₹15600 - 39100 + GP 6000</p>	<p>Essential: i) Master's Degree in Library Science/ Information Science/ Documentation Science or an equivalent professional degree with CGPA of 6.5 in 10 point scale or at least 60% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with superior knowledge of computerized library service.</p> <p>ii) Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>iii) However, candidates, who are or have been awarded Ph.D. degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/ SLET/SET for recruitment and appointment Assistant Librarian.</p> <p>Desirable: PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p> <p>Age Limit: Not exceeding 35 years; age bar not applicable to employees of NIT serving as Library and Information Assistant (Selection Gr.II) for at least 6 years with GP of Rs. 4800/-.</p> <p>Period of Probation: 2 years</p> <p>Method of Recruitment: Direct recruitment, failing which by deputation.</p>
<p>5.</p>	<p>Assistant Registrar - 03 (01 OBC, 02 UR)</p> <p>Pay Band-3: ₹15600 - 39100 + GP 5400</p>	<p>Essential:</p> <p>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 with excellent academic record.</p> <p style="text-align: center;">OR</p> <p>Employee of the institute serving as Superintendent SG-II or Secretary (Selection Grade-II) for at least 6 year at Grade pay of Rs. 4800/- or higher with Master's degree, and exemplary performance record. [Age bar not applicable, no relaxation in educational qualifications.]</p> <p>Desirable i) Qualification in area of management/ Engineering /Law.</p> <p>ii) Experience in handling computerized administration /legal/ financial/ establishment matters.</p> <p>iii) A Chartered or Cost Accountant degree or diploma for the post of Assistant Registrar (Finance and Accounts).</p> <p>Age Limit: Not exceeding 35 years</p> <p>Period of Probation: 2 years</p> <p>Method of Recruitment: Direct recruitment, failing which by deputation.</p>

<p>6.</p>	<p>Medical Officer - 01 (OBC)</p> <p>Pay Band - 3: ₹15600 - 39100 + GP 5400</p>	<p><u>Essential:</u> MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p><u>Desirable:</u> Post Graduate qualification, preferably MD, in General medicine.</p> <p><u>Age Limit:</u> Not exceeding 35 years</p> <p><u>Period of Probation:</u> 2 years</p> <p><u>Method of Recruitment:</u> Direct recruitment, failing which by deputation or contract basis.</p>
<p>7.</p>	<p>Asstt. Engineer (Civil) – 01(UR) (On Deputation)</p> <p>Pay Band - 2: ₹9300 - 34800 + GP 4600</p>	<p><u>Essential:</u> B.E. / B.Tech. in relevant field from a recognized University or Institute.</p> <p><u>Experience:</u> 6 years as Junior Engineer</p> <p><u>Age Limit:</u> Not exceeding 36 years</p> <p><u>Method of Recruitment:</u> On deputation (including short term contract) failing both by direct recruitment.</p>
<p>8.</p>	<p>Asstt. Engineer (Electrical) - 01 (UR) (On Deputation)</p> <p>Pay Band - 2: ₹9300 - 34800 + GP 4600</p>	<p><u>Essential:</u> B.E. / B.Tech. in relevant field from a recognized University or Institute.</p> <p><u>Experience:</u> 6 years as Junior Engineer</p> <p><u>Age Limit:</u> Not exceeding 36 years</p> <p><u>Method of Recruitment:</u> On deputation (including short term contract) failing both by direct recruitment.</p>

General Conditions:

1. The candidates are required to apply in the prescribed format with complete information and attachments. Candidates applying for more than one post are required to submit separate application form and fee. SC, ST and PwD applicants are exempted from application fees.
2. The candidates who have applied earlier for the posts of Assistant Librarian and Assistant Registrars in response to Advt. No.27/2012 and Advt. No.21/2015 are required to apply afresh and they need not pay the application fee again for the same posts. Their application fee will be adjusted for the present application for the post applied earlier subject to fulfilling the eligibility conditions.
3. The applicant will be responsible for the authenticity of submitted information, other documents and photograph. Furnishing of any false information and/or suppression / concealment of facts shall lead to rejection/cancellation of selection/appointment.

4. Number and nature of posts shown above may change and vary at the time of selection/recruitment. Further, the Institute reserves the right not to fill any post(s).
5. The age limit and qualifications/experience etc. for all the posts shall be determined as on the last date of submission of application forms.
6. Age relaxation for SC/ST/OBC and PwD candidates is applicable as per Government of India norms.
7. Any application without required self attested copy of certificates/testimonials and without self attested copy of SC/ST/OBC and PwD certificate issued by the competent authority is liable to be rejected.
8. Mere fulfillment of the required qualifications and experience etc., does not entitle a candidate to be called for interview/selection.
9. The Institute reserves the right to conduct the screening test, if the number of applicant is large for any post. Further, the Institute reserves the right to restrict the number of candidates for interview to a reasonable limit, on the basis of screening test, qualifications and experience, higher than those prescribed in this advertisement, and as per criteria decided by scrutiny committee.
10. Besides the pay in the pay band and Grade Pay applicable for the post, admissible allowances like DA, HRA etc. in accordance with Institute Rules in force from time to time are payable. The employees of the Institute will be entitled to medical benefit for self and family as per the relevant rules. New Pension Scheme of Govt. of India is applicable on fresh recruits as per Institute Rules. Accommodation in campus, if available, will be provided on payment of usual rent. House Rent Allowances will be admissible if accommodation is not provided. Leave Travel Concession for self and family as per Central Government Rules.
11. Candidates employed in Govt./Autonomous Bodies/PSUs service should send their applications through proper channel. In case, the original application routed through proper channel is likely to be delayed, a photocopy of the application should be sent in advance so as to reach before the prescribed last date. All such candidates are required to produce '**No Objection Certificate**' at the time of interview.
12. The Industry / Research experience should be in Government or Public Enterprise or National Laboratory. However, experience in Private Industry will be considered provided it is incorporated in the Indian Companies Act of 1956.
13. The appointment of selected candidates is subject to being found physically fit and sound in health for the services in the Institute which shall be examined through a medical examination by the Medical Board/Senior Medical Officer / Medical Officer of the Institute as the case may be. The medical examination may be undertaken before joining the post. Selected candidates will be on probation initially for two years which may be extended on unsatisfactory performance.

14. Applicants have to apply in prescribed format available at Institute website and send the completed application to the Registrar, NIT, Kurukshetra-136119 so as to reach on or before **20.03.2017 (5:30 pm)**. Incomplete applications and those without supporting documents shall be rejected. Applications received after last date due to any reason will not be considered.
15. All original documents will have to be produced at the time of interview for verification.
16. The decision of the Institute in all matters will be final. No correspondence, whatsoever, will be entertained from the candidates in connection with the process of selection/interview. Canvassing in any manner would entail disqualification of the candidature.
17. The applicants are required to visit the Institute website regularly as any subsequent corrigendum/addendum etc. shall be published on the Institute website only.
18. The decision of the competent authority will be final in the matter of selection
19. Any dispute regarding the recruitment will fall under the jurisdiction of District Kurukshetra (Haryana).

Sd/-
REGISTRAR I/C



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NATIONAL INSTITUTE OF TECHNOLOGY

(Under the Ministry of HRD, Govt. of India)

KURUKSHETRA-136119

Advertisement No. 02/2017

Application Form for the Non-Faculty Position

Recent passport
size color
photograph be
affixed

Details of Application Fee:

DD No.	Date	Amount	Name of issuing Bank

Demand Draft should be drawn in favour of the Director, NIT, Kurukshetra payable at SBI, NIT, Kurukshetra (Code No.6260) or any other Nationalised Bank payable at Kurukshetra.

Application reference (if applied earlier) for the post of:

Name of the Post applied for : _____

1. Name in full :

(In Block Letters) _____ Gender: _____
(Male/Female)

2. Father's Name/

Husband's Name : _____ Occupation: _____

3. Date of Birth : _____ Age: year _____ Month _____ Days _____
(As on **20.03.2017**)

4. Religion : _____ 5. Nationality : _____

6. Category (SC/ST/OBC/PwD/UR) : _____ 7. Marital Status: _____

8. Present Address with Pin Code : _____

(Correspondence Address) _____

Phone No./Mobile No. (if any): _____

E-mail : _____

9. Permanent Address with Pin Code : _____

Phone No./Mobile No. (if any) : _____

10. Academic Qualifications: (Attach attested copies of certificates & Mark-sheets);

Matriculation onwards

Sr. No.	Name of Exam. Passed	Name of School/College/ Institute	Name of the Board/University	Year of Passing	% of Marks	Class/ Division

11. Whether employed or not : Yes/No _____

If yes, Details of (previous/present) Employment in Chronological order:

Organization/ Institute	Position	Adhoc / Regular/ Temp. / Contract	Period		Total Period	Scale of Pay/ Consolidated Pay	Nature of Duties
			From	To			

12. Working Knowledge of Computer _____ Yes/No _____

13. Special Qualification/Experience in Computer Knowledge _____

14. Name, Designation, Address and Contact No. of two responsible and reputed persons of applicant's area for reference:

i. _____

ii. _____

15. Any relevant additional information _____

16. Details of enclosures in support of information mentioned above.
1) _____
2) _____
3) _____
4) _____
5) _____
6) _____
7) _____

Declaration

I do hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in case of any particular information furnished by me is found false/incorrect/incomplete or ineligible, my candidature is liable to be rejected or cancelled and even after appointment it is found false or incorrect, my services are liable to be terminated without any notice.

Place: _____
Date: _____

Signature of applicant

NO OBJECTION CERTIFICATE TO BE FURNISHED BY THE CANDIDATE WHO IS ALREADY IN EMPLOYMENT ON REGULAR/TEMPORARY BASIS.

Certified that Mr / Ms. _____ son / daughter of Shri _____ Designation _____ is a permanent/temporary/ adhoc employee of these department/institutions since _____. The Department/Institution has no objection if he/she is appointed in National Institute of Technology, Kurukshetra against the posts advertised by the NIT, Kurukshetra vide advertisement No. 02/2017.

Place: _____
Dated : _____

SIGNATURE WITH SEAL
OF THE DEPARTMENT/INSTITUTION/
ORGANISATION



राष्ट्रीय प्रौद्योगिकी संस्थान, कुरुक्षेत्र
NATIONAL INSTITUTE OF TECHNOLOGY
(Under the Ministry of HRD, Govt. of India)
KURUKSHETRA-136119

SUMMARY SHEET (To be written legibly or typed neatly)

Post applied for: _____

Advertisement No. 02/2017

1.	Name										
2.	Father's Name										
3.	Date of Birth & Age	D.O.B.:		Age (as on 20.03.2017):			Y	M	D		
4.	Category (SC/ST/OBC/PwD/UR)										
5.	Essential Educational Qualifications	Exam Passed	Passing Institution	University/ Board	Year of Passing	%Age of marks/ CGPA	Division				
6.	Present Employment	Organization	Designation	Duration			Pay Scale Rs.	Contract/ Regular			
				From	To	Y	M	D			
7.	Experience	Organization	Designation	Duration			Pay Scale Rs.	Contract/ Regular			
				From	To	Y	M	D			
	Total (Sr.No.6+7)										
8.	Working Knowledge of Computer (Yes/No)										
9.	Special Qualification/Experience in computer Application										
10.	Additional information										

Date:

Signature of the Applicant