



INDIAN INSTITUTE OF TECHNOLOGY TIRUPATI

भारतीय प्रौद्योगिकी संस्थान तिरुपति

Renigunta Road, Settipalli Post, Chittoor District, Tirupati – 517506

No: IITTP/Staff RMT-01/2019

July 03, 2019

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 <sup>th</sup> Pay Matrix	No. of posts
1	Executive Engineer (Civil)	50 years	BE/B. Tech in Civil Engineering with atleast 55% marks or equivalent CGPA from recognised University /Institution 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 11 (Rs 67,700 – 2,08,700-).	1 (UR)
2	Assistant Executive Engineer (Civil)	45 years	B.E/B. Tech in Civil Engineering branch with 55% marks or equivalent CGPA from a recognised University/ Institution with 8 years experience or ME/M. Tech in Civil Engineering branch with 55% marks or equivalent CGPA from a recognised University/ Institution with 5 years experience	Level 10 (Rs.56100 – 177500/-)	01 (UR)
3	Assistant Executive Engineer (Electrical)	45 years	B.E/B. Tech in Electrical Engineering branch with 55% marks or equivalent CGPA from a recognised University/ Institution with 8 years experience or ME/M. Tech in Electrical Engineering branch with 55% marks or equivalent	Level 10 (Rs.56100 – 177500/-)	01 (UR)

			CGPA from a recognised University/ Institution with 5 years experience		
4	Safety Officer	45 years	<p>Degree or Higher in Safety Engineering with atleast 60% marks or equivalent CGPA from a recognised University/ Institution and Advanced Diploma in Occupational Safety, Health and Environment, with 15 years of service in the relevant field in any State/ Central Government Organisations/ Organisations of high repute.</p> <p>Desirable: Multi-disciplinary experience of 15 years as safety officer in handling workplace safety and accident prevention in large industry or research organisation, with expertise in handling hazardous chemicals, electrical safety. Knowledge of safety standards and ISO regulations as applicable to safety and compliance with safety regulations.</p>	Level 11 (Rs 67,700 – 2,08,700-).	01 (UR)
5	Junior Technical Superintendent	32 years	B.E/B. Tech in Chemical Engineering with at least 60% marks or equivalent CGPA from a recognised University/ Institution with 5 years relevant experience in Chemical Engineering Lab.	Level 6 (Rs.35400 – 112400/-)	01 (UR)
6	Junior Technical Superintendent	32 years	<p>BE/B. Tech in CSE/IT or M. Sc in Computer Science or MCA with 60% marks or an equivalent CGPA with 5 years relevant experience in Computer Networks/System administration OR Linux/Unix systems.</p> <p>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.</p>	Level 6 (Rs.35400-112400)	1 (UR) 1(EWS) 1(OBC)

7	Junior Technical Superintendent	32 years	BE/B.Tech in Electrical/Instrumentation/Electronics & Communications Engineering with at least 60% marks or equivalent CGPA from a recognised University/Institution 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)	1 UR 1 ST 1 OBC
8	Staff Nurse	32 years	B.Sc in Nursing with at least 60% marks with 2 years experience or Diploma (3 years duration) with at least 60% marks in Nursing & Midwifery with 5 years experience	Level 6 (Rs.35400-112400)	01 (UR)
9	Senior Technician	32 years	Post SSLC/SSC with 2 years ITI course in Electrician Trade with 8 years relevant experience	Level 5 (Rs.29,200 – 92300/-)	1 UR
10	Junior Technician	27 years	3 years Diploma in Chemical Engineering with atleast 60% marks or equivalent CGPA from a recognised University/Institution.	Level 3 (Rs.21700-69100)	01 UR
11	Junior Technician	27 years	Bachelor's Degree in Physics with atleast 60% marks or equivalent CGPA from a recognised University/Institution.	Level 3 (Rs.21700-69100)	01 OBC
12	Junior Technician	27 years	Bachelor's Degree in Chemistry with atleast 60% marks or equivalent CGPA from a recognised University/Institution.	Level 3 (Rs.21700-69100)	01 ( ST )
13	Junior Technician (Systems)	27 years	B. Sc (CS)/ BCA/ 3 years Diploma in Computer Engineering/ Computer Network Technology/ Information Technology with atleast 60% marks or equivalent CGPA from a recognised University/Institution with 2 years relevant experience.	Level 3 (Rs.21700-69100)	01 (UR)
14	Junior Technician	27 years	Post SSLC/SSC with 2 years ITI course in Plumber Trade with 60% marks with 2 years relevant experience	Level 3 (Rs.21700-69100)	01 OBC)

15	Junior Technician	27 years	Post SSLC/SSC with 2 years ITI course in Electrician Trade with 60% marks with 2 years relevant experience	Level 3 (Rs.21700-69100)	01 (UR)
16	Junior Library Technician	27 years	Bachelor's Degree in any discipline with M.Lib.Sc/M.L.I.S with 60% marks or equivalent CGPA from a recognised University/Institute.	Level 3 (Rs.21700-69100)	01 (SC)
17	Deputy Registrar	50 years	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. 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 & 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	Level 12 (Rs.78800-209200)	02 (UR)
18	Assistant Registrar	45 years	A Postgraduate degree with at least 55% marks or its equivalent with excellent Academic record. Eight years relevant experience in a responsible supervisory	Level 10 (Rs.56100-177500)	03 (UR) 1 (OBC) 1 (SC)

			<p>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"> <li>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 etc.</li> <li>2. Financial procedures/ Accounting/ Auditing</li> <li>3. Administrative matters including recruitment, establishment rules, handling of disciplinary and legal matters</li> <li>4. Procurement of equipment's, consumables, instruments, furniture etc and regulations relating to stores purchase, stores accounting</li> </ol>		
19	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)	03 (UR)

			Desirable: Proficiency in use of computer office applications such as MS word, MS Excel etc.		
20	Junior Assistant	27 years	First class Bachelor's Degree with knowledge of computer operations.	Level 3 (Rs.21700-69100/-)	2 (UR) 1 UR – ESM 2 (OBC) 1 (SC)
21	Junior Hindi Assistant Gr.I	27 years	Bachelor's degree in Hindi with English as a compulsory or elective subject or as a medium of examination at Degree level with at least 60% marks or equivalent CGPA and at least 3 years of relevant translation experience from Hindi to English and vice-versa in any University/ Government/ Government organisations. Knowledge of English and Hindi typewriting.	Level 5 (Rs.29,200 – 92,300/-)	1 UR
22	Assistant Security Officer	32 years	Bachelor's degree with atleast 60% marks or equivalent CGPA from a recognised University/ Institute with Military/Police/ NCC / Fire Fighting Training and 6 years relevant experience and able to ride light vehicle/ Motor Cycle.	Level 6 (Rs.35400-112400)	01 (UR)

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 3<sup>rd</sup> July 2019 for filing online applications and the last date for closing the online application interface is 31-07-2019. The candidates shall upload only the following relevant documents in the following sequence in a single file in PDF Format (not exceeding the size of 2 MB):
  - i. **Certificates Educational qualifications in chronological order ie., SSC/10<sup>th</sup>, Intermediate,/12<sup>th</sup>, Diploma, UG Degree, PG, PhD, All the years Marks lists of the minimum educational qualification prescribed for the post applied.**
  - ii. **Certificate of Date of Birth (issued by Municipality etc or Matriculation/High School/SSC certificate.**
  - iii. **Category certificate (SC/ST/OBC/EWS/PwD/Ex-servicemen etc).**
  - iv. **The applicants for the post of Assistant Security Officer are required to upload certificates towards Military, Police, NCC, Fire Fighting Training certificates.**
  - v. **NOC from current employer if applicable.**

- vi. **Certificates of experiences in the relevant field, which makes the candidate eligible for applying for the said post if required (from the present employment to first employment)**

**There is no need to send the hard copy of the application by post. The online applications with out uploading the above certificates (PDF) will be treated as incomplete ones and such applications will not be considered for further process.**

2. Application Fee: There will be an application fee of Rs.200/- (Rupees two hundred only). After registration of application on-line, the candidates have to be pay the fee through the payment GATEWAY (SBI collect) by online Banking/ Debit Card/ Credit (**link: <https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=646389>**). The candidates are requested to fill up the correct full application number while making payment through SBI collect, failing which the payment cannot be linked with the concerned candidate's application. 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 upload the proof such as SC/ST/PwD/Aadhar Card/ PPO/Discharge certificates etc along with other document in our website at the time of filling up of online application.
3. No.of posts indicated are tentative. Vacancies falling vacant as on the date of preparing panels will also be taken into account for filling.
4. Those applying for more than one post should apply separately for each post online along with payment of application fee of Rs.200/-
5. The candidates who are already employed under Central/State Govt/PSU/Autonomous Bodies have to upload the NOC in PDF format under applications. If they anticipate any delay in getting NOC, such candidates can 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.
6. 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.
7. 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.
8. 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](http://iittp.ac.in)) for any updates.
  - b. SC/ST/OBC/EWS/ESM candidates need not 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. The vacancies advertised under EWS category is as per the instructions issued by DoPT vide OM No. 36039/1/2019-Estt (Res), dated 31-01-2019. EWS vacancies are tentative and subject to further directives of GoI and outcome of any litigation. The appointment against EWS category shall be provisional and is subject to the Income and Asset certificate being verified through the proper channels and if the verification reveals that the claim of belonging to EWS is fake/False, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under provisions of the Indian Penal Code for production of fake/false certificate. The Income and Asset Certificate issued by any of the authorities mentioned in the prescribed format shall only be accepted as proof of the candidate's claim as belonging to EWS.
- d. Incomplete applications without uploading 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 for the post of Staff Nurse, Assistant Security Officer, Safety Officer 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](mailto: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. The application fee shall not be refunded in any circumstances.
- o. Important Dates.
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| I  | Opening date for on-line registration: | 03-07-2019 |
| li | Closing date for on-line registration: | 31-07-2019 |

Registrar