



डा बी आर अम्बेडकर राष्ट्रीय प्रौद्योगिकी संस्थान, जालन्धर
Dr BR AMBEDKAR NATIONAL INSTITUTE OF TECHNOLOGY JALANDHAR

ADVERTISEMENT OF OFFICER CADRE POSTS
(Advertisement No. 71 TO 83/2024)

Online Applications are invited on the prescribed format for the recruitment of Officer Cadre posts as per detailed given hereunder: -

| Sr. No. | Name of the post & Pay Level | No. of Vacancies | Advertisement Nos. |
|---------|---|---------------------------------|--------------------------|
| 1. | Registrar (Level-14, Rs.144200-218200) | 01 (UR) | Advt. No. 71/2024 |
| 2. | Librarian (Level-14, Rs.144200-218200) | 01 (UR) | Advt. No. 72/2024 |
| 3. | Principal Student Activity & Sports (SAS) Officer (Level-14, Rs.144200-218200) | 01 (UR) | Advt. No. 73/2024 |
| 4. | Sr. Executive Engineer (Level-12, Rs.78800-209200) | 01 (UR) | Advt. No. 74/2024 |
| 5. | Senior Medical Officer (Level-12, Rs.78800-209200) | 01 (UR) | Advt. No. 75/2024 |
| 6. | Assistant Registrar (Level-10, Rs.56100-177500) | 03 (01 UR, 01SC, 01 OBC*) | Advt. No. 76/2024 |
| 7. | Assistant Librarian (Level-10, Rs.56100-215900) | 01 (UR) | Advt. No. 77/2024 |
| 8. | Student Activity & Sports (SAS) Officer (Level-10, Rs.56100-177500) | 01 (UR) | Advt. No. 78/2024 |
| 9. | Scientific Officer (Level-10, Rs.56100-177500) | 02 (UR) | Advt. No. 79/2024 |
| 10. | Technical Officer (Level-10, Rs.56100-177500) | 01 (UR) | Advt. No. 80/2024 |
| 11. | Executive Engineer (Electrical) (Level-10, Rs.56100-177500) | 01 (UR) | Advt. No. 81/2024 |
| | Executive Engineer (Civil) (Level-10, Rs.56100-177500) | 01 (UR) | Advt. No. 82/2024 |
| 12. | Medical Officer (Level-10, Rs.56100-177500) | 01 (OBC) | Advt. No. 83/2024 |

***Post of Assistant Registrar (OBC) is a lien vacancy, which is likely to be continued.**

Detailed education qualification, experience and other criteria for the post are mentioned at **Annexure-A (appended below to this notice)**. Further relevant fields for the post of Scientific Officer, Technical Officer, Sr. Executive Engineer and Executive Engineer are appended as **Annexure-B (appended below this notice)**.

The Candidates are requested to go through the details of post and instructions available on the website carefully before applying.

LAST DATE OF SUBMISSION OF ONLINE APPLICATION IS 23.10.2024.

Online applications should be uploaded till 23.10.2024. The link for same will be activated on the Institute website www.nitj.ac.in by **24.09.2024**. Candidates need to apply online and also submit hard copy of the application. The hard copy of the submitted application along with all relevant supporting self-attested documents must reach the office of the **Registrar, Dr B R Ambedkar National Institute of Technology, PO-REC Campus, Jalandhar-144008** by **04.11.2024** till 5:00 pm.

Non-refundable application fee of Rs.1000/- (General/OBC) and Rs.500/- for (SC/ST/EWS/PWD/Women) shall be paid online (debit/credit card/net banking) while filling the online application form.

Candidature will be considered only on receipt of both online as well as hard copy of application by the due dates, failing which it will be rejected. The envelope containing the application be superscribed as:

APPLICATION FOR THE POST OF

Important Notes

Note: 1 Number of vacancies may be increased/decreased without any notification.

Note: 2 The Institute reserves the right to modify/defer or cancel the advertisements/recruitment at any stage of processing without assigning any reason.

Note: 3 Date of birth mentioned in Online Recruitment Application is final. No subsequent request for change of date of birth will be considered or granted.

Note: 4 The NIT Jalandhar employees who are fulfilling minimum educational qualification, experience etc. for the post shall be eligible for applying to the post irrespective of their age and percentage of marks i.e., the age and percentage of marks shall be relaxed as per clause-B (iii) of Govt. of India, MHRD, New Delhi instructions communicated vide letter No. F -35-5/2018.TS.III, dated 20.02.2019.

General Instructions to the Candidates:

1. All Qualifications, Experiences and Age Limit will be considered as on or before **23.10.2024** (Closing date of online application form).
2. All degrees mentioned in the application should be awarded by an Institute/University recognized by the Government/other Statutory Bodies.
3. As an Institute of National Importance, NIT Jalandhar strives to have a workforce which reflects an all-India character and hence candidates from all over the country are encouraged to apply.
4. Persons serving in Govt./Semi Govt./PSUs/Universities/Educational Institutions should send their applications either THROUGH PROPER CHANNEL or should furnish a NO OBJECTION CERTIFICATE from the Competent Authority of the organization serving at the time of interview. They can however, send advance copy of the application form.
5. Candidates who will get selected for interview will have to produce original documents in support of all the particulars mentioned in their application form regarding their educational qualification, experience, and other claims etc.
6. Original documents along with one set of self-attested copies will have to be produced at the time of interview for verification.
7. Applications received on or before the published closing date will only be considered for scrutiny and selection.
8. Mere fulfillment of minimum qualification and experience requirements does not entitle any candidate for a call for interview. A short listing criterion may be set higher than the minimum advertised.
9. The Institute reserves the right to call all the eligible candidates or short listed candidates for interview/test after screening by the Institute. Institute may conduct a screening test if the numbers of applications are large in number. The marks obtained in screening test shall not be considered for preparation of merit list. The Institute also reserves the right to defer or cancel the selection process without assigning any reason thereof. The decision of the Institute in this regard will be final and binding on all the applicants who respond to this advertisement. No interim communication on the status of application will be entertained.

In case of conduct of screening/written test, the syllabus for various post shall be as per Annexure-C.

10. Experienced and/or meritorious candidates may be granted higher starting pay on recommendation of the selection committee.
11. Canvassing in any manner would entail disqualification of the candidature.

12. Name of the shortlisted candidates will be displayed in the Institute website. Beside, all information regarding selection test, Interview schedule etc. will also be provided through the Institute website only. The Institute will not be responsible in any manner, if, a candidate fails to visit/access the website in time. Candidates are requested to regularly visit the Institute website i.e., www.nitj.ac.in for updated information.
13. The date for determining eligibility of candidates in every respect i.e. qualifications, experience and preferred age limit etc. shall be considered as on the closing date, i.e. the last date of the submission of online application form, failing which they may be debarred from the recruitment process.
14. The short listed candidates may be required to appear for presentation, in addition to facing the Selection Committee. No TA/DA will be paid for attending test/interview.
15. The Institute shall retain completed online applications data for non-shortlisted candidates only for three months after completion of recruitment process.
16. Candidates who wish to apply for more than one post should apply separately for each post in the prescribed manner and separate application with requisite fee must be submitted for each post.
17. Applications which are not in prescribed form/without relevant supporting enclosures may be out rightly rejected. No correspondence shall be entertained in this regard.
18. The decision of the Institute in all matters will be final. No correspondence/interim inquiries will be entertained from the candidates in connection with the process of selection/interview including reasons for not being called for interview. Any dispute with regard to the selection/recruitment process will be subject to Courts/Tribunals having jurisdiction over Jalandhar.
19. Any subsequent change received in recruitment rules or any other guideline shall be applicable accordingly.
20. The decision of the competent authority in all matters relating to the eligibility of the candidate written test and interview would be final and binding on all the candidates.
21. Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Jalandhar, Punjab only.

-Sd/-

कुलसचिव / Registrar

Annexure-A

ANNEXURE

Recruitment Rules (2019) for the post of REGISTRAR in NITs

| Sl.No. | Particular | Criteria |
|--------|--|---|
| 1. | Name of the Post | Registrar |
| 2. | Number of Post(s) | 01 |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB 4 (Rs.37400-67000) with Grade Pay of Rs.10000/- |
| 5. | Whether Selection Post or non-Selection Posts | Not Applicable |
| 6. | Age limit | 56 years |
| 7. | Educational and other qualifications required for direct recruits | Not Applicable |
| 8. | Whether age and educational qualifications prescribed for direct recruits | Not Applicable |
| 9. | Period of probation, if any | Not Applicable |
| 10. | Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | Deputation (including Short Term Contract) for a period of 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. |
| 11. | In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made | <p><u>Deputation (including Short Term Contract),</u> Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institute of national importance or Govt. laboratory or PSU:-</p> <p><u>Educational Qualification & Experience:</u></p> <p><u>Essential</u> <u>Educational Qualification:</u> Masters' degree 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) Holding analogous post. ii) At least 15 year's experience as Assistant Professor in the AGP of 7000/- and above</p> |

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| Sl.No. | Particular | Criteria |
|--------|--|--|
| | | <p>or with 8 years of service in the AGP of 8000/- and above including as Associate Professor along with 3 years experience in educational administration, or</p> <p>iii) Comparable experience in research establishment and /or other institutions of higher education, or</p> <p>iv) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post in the GP of Rs.7600/- or above.</p> <p><u>Desirable:</u></p> <p>i) Qualification in area of Management / Engineering /Law.</p> <p>ii) Experience in computerized administration / legal / financial / establishment matters.</p> |
| 12. | If DPC exists, what is its composition | Not Applicable |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

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Recruitment Rules (2019) for the post of LIBRARIAN in NITs

| Sl.No. | Particular | Criteria |
|--------|---|---|
| 1. | Name of the Post | Librarian |
| 2. | Number of Post(s) | As per sanctioned strength |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB 4 (Rs.37400-67000) with GP of Rs.10000/- |
| 5. | Whether Selection Post or non-Selection Posts | Not applicable |
| 6. | Age limit for direct recruits | 56 years |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Educational Qualification and Experience:</u></p> <p><u>Essential:</u></p> <p><u>Educational Qualification:</u> Master's Degree in Library Science/ Information Science/Documentation with CGPA of 6.5 in 10 points scale or at least 60% marks or its equivalent grade of 'B' in the UGC seven point scale and a consistently good academic record set out in these Regulations.</p> <p><u>Experience:</u></p> <p>i) holding analogous post or ii) At least ten years' experience as a Deputy Librarian in the library of technical University, educational institute of national importance, or any other large technical library at least 3 years being spent on a post in PB-4 (Rs.37400 - 67000/-) with GP of Rs.8700/- or an equivalent post. iii) Experience (supported with evidence) of innovative Library service and commitment for computerization of library.</p> <p><u>Desirable:</u> Higher degree (Ph. D. or equivalent) in a relevant Discipline directly relevant to Library Science/ Information Science/Documentation.</p> |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Not applicable |

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| Sl.No. | Particular | Criteria |
|--------|--|---|
| 9. | Period of probation, if any | 1 year for direct recruits as per NIT Statutes. |
| 10. | Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | 100% Direct recruitment failing which by Deputation (including Short Term Contract) for a period of 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. <u>Note:</u> Age Limit :- not exceeding 56 years |
| 11. | In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/ transfer to be made | <u>Deputation (including Short Term Contract):</u> Officers from the Central/ State Government or Institutes of national importance or universities/ University level institution or PSU; and a) i) holding analogous post or ii) With at least 3 years service in posts in PB-4 (Rs.37400-67000/-) with GP of Rs.8700/- or AGP of Rs.9000/- or its equivalent and having experience of innovative Library service and commitment for computerization of library. b) Possessing educational qualification and experience as prescribed in Row 7. <u>Desirable:</u> Higher degree (Ph. D. or equivalent) in a relevant Discipline directly relevant to Library Science/ Information Science/Documentation. |
| 12. | If DPC exists, what is its composition | Not applicable. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

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**Recruitment Rules (2019) for the post of PRINCIPAL STUDENTS ACTIVITY & SPORTS
(SAS) OFFICER in NITs**

| Sl.No. | Particular | Criteria |
|--------|---|--|
| 1. | Name of the Post | Principal SAS Officer |
| 2. | Number of Post(s) | As per sanctioned strength |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB 4 (Rs.37400-67000) with Grade Pay of Rs.10000/- ## |
| 5. | Whether Selection Post or non-Selection Posts | Not applicable |
| 6. | Age limit for direct recruits | 56 years |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Educational qualification and Experience:</u></p> <p><u>Essential:</u> <u>Educational qualification:</u> (i) Master's Degree in Physical Education or Master's Degree in Sports Science with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University / Institute; (ii) Record of having represented the University / College at the inter - University / Inter - collegiate competitions or state and / or national championships; (iii) 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. (iv) Record of organizing such events as student's convener or in later part of life.</p> <p><u>Experience:</u> a) i) holding analogous post or ii) With at least 15 years service in post as SAS Officer or equivalent out of which 3 years should be as Senior SAS Officer in PB-4 with GP of Rs.8700/- or AGP of Rs.9000/-.</p> <p><u>Desirable:</u> i) Experience in guiding group of students in creative activities. ii) Candidate with higher degree (Ph.D. or</p> |

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| Sl.No. | Particular | Criteria |
|--------|--|--|
| | | equivalent) in a relevant Discipline shall be preferred. iii) Record of strong involvement and proven track record of participation in sports and drama / music / films / painting / photography / journalism / event management or other student activities during college / University studies. |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Not Applicable |
| 9. | Period of probation, if any | 1 year as per NIT Statutes for direct recruits. |
| 10. | Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | 100% Direct Recruitment failing which on Deputation (including Short Term Contract) for a period of 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. |
| 11. | In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made | <p><u>Deputation (including Short Term Contract):</u> Officers from the Central/ State Government or Institutes of national importance or universities/ University level institution or PSU:</p> <p><u>Experience:</u></p> <p>a) i) holding analogous post or ii) With at least 15 years service in post as SAS Officer or equivalent out of which 3 years should be as Senior SAS Officer in PB-4 with GP of Rs.8700/- or AGP of Rs.9000/-.</p> <p>b) Possessing Educational qualification and Experience as prescribed in Row 7.</p> <p><u>Desirable:</u></p> <p>i) Experience in guiding group of students in creative activities. ii) Candidate with higher degree (Ph.D. or equivalent) in a relevant Discipline shall be preferred. iii) Record of strong involvement and</p> |



| Sl.No. | Particular | Criteria |
|--------|--|--|
| | | proven track record of participation in sports and drama / music / films / painting / photography / journalism / event management or other student activities during college / University studies. |
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable. |

Subject to creation of post if not sanctioned in the past.

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Recruitment Rules (2019) for the post of SENIOR EXECUTIVE ENGINEER in NITs

| Sl.No. | Particular | Criteria |
|--------|---|--|
| 1. | Name of the Post | Senior Executive Engineer |
| 2. | Number of Post(s) | As per sanctioned strength |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB 3 (15,600-39,000/-) With Grade Pay of Rs.7600/-. |
| 5. | Whether Selection Post or non-Selection Posts | Not applicable |
| 6. | Age limit for direct recruits | 50 years |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Educational qualification and Experience:</u></p> <p><u>Essential:</u> <u>Educational qualification:</u> B.E. / B.Tech. in Civil/ Electrical Engineering with first class or its equivalent Grade in the CGPA / UGC 7 point scale with good academic record from a recognized University / Institute.</p> <p><u>Experience:</u> At least 5 years experience in PB-3 with GP of Rs.5400/-.</p> <p><u>Desirable:</u></p> <ul style="list-style-type: none"> i) Knowledge of Computer-aided Design (CAD) and latest Management Technology/other relevant software. ii) Proven track record of handling projects/works in reputed organization of relevant magnitude and qualities. iii) Experience of working with high tension lines, electrical maintenance planning and execution of electrical works or civil engineering, Designing and estimation, construction management etc, as relevant to the profession. |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Not applicable |
| 9. | Period of probation, if any | 1 year for direct recruits as per NIT Statutes. |

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| Sl.No. | Particular | Criteria |
|--------|--|---|
| 10. | Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | 50% Direct Recruitment, failing which through Deputation (including Short Term Contract). 50% Promotion, failing which through Deputation (including Short Term Contract). |
| 11. | In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made | <p><u>Promotion:</u> Executive Engineer with at least 10 years experience in PB-3 with GP of Rs.5400/- out of which at least 5 years experience in PB-3 with GP of Rs.6600/- and possessing B.E./B.Tech. in Civil / Electrical Engineering from a recognized University or Institution or any other equivalent qualification.</p> <p><u>Deputation (including Short Term Contract):</u> Officers of the Central PWD / State Govt. s or similar services / semi-Govt. / PSU / Statutory or Autonomous Organization, University / Institution of national importance etc:-</p> <p><u>Experience:</u></p> <p>a) i) Holding analogous post or ii) With at least 5 years regular service as Executive Engineer Or an equivalent post in PB-3 with GP Rs.6600/-.</p> <p>b) Possessing educational qualification as prescribed in Row 7.</p> <p><u>Desirable:</u></p> <p>i) Knowledge of Computer-aided Design (CAD) and latest Management Technology / other relevant software.</p> <p>ii) Proven track record of handling projects/works in reputed organization of relevant magnitude and qualities.</p> <p>iii) Experience of working with high tension lines, electrical maintenance planning and execution of electrical works or civil engineering, Designing and estimation, construction management etc, as relevant to the profession.</p> |



| Sl.No. | Particular | Criteria |
|--------|--|---|
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

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Recruitment Rules (2019) for the post of SENIOR MEDICAL OFFICER in NITs

| Sl.No. | Particular | Criteria |
|--------|---|---|
| 1. | Name of the Post | Senior Medical Officer |
| 2. | Number of Post(s) | As per sanctioned strength. |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB 3 (Rs.15600-39100) with Grade Pay of Rs.7600/- + NPA as per Govt. instructions. After 5 years of service as Senior Medical Officer with GP of Rs.7600/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.8700/- in PB-4 with the same designation. |
| 5. | Whether Selection Post or non-Selection Posts | Not applicable |
| 6. | Age limit for direct recruits | 50 Years |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Educational qualification and Experience:</u></p> <p><u>Essential:</u></p> <p><u>Educational qualification:</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. Or Post Graduate Qualification, preferably MD, in General Medicine, 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>Experience:</u></p> <p>i) For Post Graduate Degree holders, at least 5 years regular service as Medical Officer in PB-3 with GP of Rs.5400/- or equivalent, ii) For MBBS degree holders, at least 10 years experience as Medical officer in PB-3 with GP of Rs.5400/- or equivalent.</p> |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Age: No Educational Qualification: Yes |

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| Sl.No. | Particular | Criteria |
|--------|--|---|
| 9. | Period of probation, if any | 1 year for direct recruits as per NIT Statutes. |
| 10. | Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | 50% Direct Recruitment, failing which through Deputation (including Short Term Contract). 50% Promotion, failing which through Deputation (including Short Term Contract). |
| 11. | In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made | Promotion: At least 10 years experience as Medical Officer in PB-3 with GP of Rs.5400/- of which at least 5 years in PB-3, GP of Rs.6600/-. Deputation (including short term Contract): Medical Officers of the Central / State or similar services / semi-Govt. / PSU / Statutory or Autonomous organization, University / Institution of national importance: Experience: a) i) Holding analogous post or ii) With at least 5 years regular service in PB-3 with GP of Rs.6600/- or equivalent, b) Possessing educational qualification as prescribed in Row 7. |
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | NA |

Note:

- i) The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.
- ii) Completion of compulsory Rotating Internship Certificate, [Registration Certificate, an official document showing name of College / Institution from where degree / diploma has been done and official document showing name of the institution from where experience has been gained are required].

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Recruitment Rules (2019) for the post of ASSISTANT REGISTRAR in NITs

| Sl.No. | Particular | Criteria |
|--------|---|---|
| 1. | Name of the Post | Assistant Registrar |
| 2. | Number of Post(s) | As per sanctioned strength |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB: 3 (Rs.15,600-39,100) with Grade Pay of Rs.5400/-. After five years of service as Assistant Registrar with GP of Rs.5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation. |
| 5. | Whether Selection Post or non-Selection Posts | Not applicable |
| 6. | Age limit for direct recruits | Not exceeding 35 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government. |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Essential:</u></p> <p><u>Educational Qualification & Experience:</u> Master's degree in any discipline with at least 55% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University / Institute.</p> <p>Or</p> <p>Employees serving as Superintendent (SG-I) / Private Secretary (NFG) in PB-2, GP of Rs.5400/- with at least two years regular service or Superintendent (SG-II) / Private Secretary (NFG) in PB-2 GP of Rs.4800/- with at least five years regular service with Master's degree.</p> <p><u>Desirable:</u></p> <p>i) Qualification in area of Management / Engineering / Law. ii) Experience of working in E-Office system. iii) A Chartered or Cost Accountant for the post of Assistant Registrar (Finance & Accounts).</p> |

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| Sl.No. | Particular | Criteria |
|--------|--|---|
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Age bar: Not applicable Educational qualification: No, but must possess at least Master's degree in any discipline or its equivalent from a recognized University/Institute |
| 9. | Period of probation, if any | 1 year for direct recruits as per NIT Statutes. |
| 10. | Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | 75% Direct recruitment failing which by deputation (including Short Term contract) 25% by Promotion failing which by deputation (including Short Term contract). |
| 11. | In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made | <u>Promotion:</u> Employees of the Institute serving as Superintendent (SG-I) / Private Secretary (NFG) in PB-2, GP of Rs.5400/- with at least two years regular service or Superintendent (SG-II) / Private Secretary (NFG) in PB-2 GP of Rs.4800/- with at least five years regular service and working performance record (APAR), through prescribed test and interview. <u>Deputation (including Short Term Contract):</u> Officers from the Central / State Governments or Institute of national importance or Universities / University level Institution or Govt. laboratory or PSU a) Holding analogous post and b) Possessing educational qualification as prescribed in Row 7. |
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, the First Statutes and the subsequent Statutes. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

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Recruitment Rules (2019) for the post of ASSISTANT LIBRARIAN in NITs

| Sl.No. | Particular | Criteria |
|--------|---|--|
| 1. | Name of the Post | Assistant Librarian |
| 2. | Number of Post(s) | As per sanctioned strength |
| 3. | Classification | Group - A |
| 4. | Scale of pay (Grade Pay, Band Pay) | <p>PB 3 (Rs.15,600 - 39,100) with GP of Rs.5400/- . After Five years of service as Assistant Librarian with GP of Rs.5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation.</p> <p>Note: Those who are already appointed on AGP of Rs.6000/- may continue with same AGP as recommended by the Selection Committee till 5 yrs of their service. Already appointed on AGP of Rs.6000/- shall move to GP of Rs.6600/- instead of AGP of Rs.7000/- (As there is no GP exist at Rs.6000/- and Rs.7000/- in Non-Teaching) after 5 yrs of their service. No further recruitment will be made on AGP of Rs.6000/- .</p> |
| 5. | Whether Selection Post or non-Selection Posts | Not applicable |
| 6. | Age limit for direct recruits | <p>Not exceeding 35 years</p> <p>Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government</p> |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Educational Qualification & Experience:</u></p> <p><u>Essential:</u></p> <p><u>Educational Qualification:</u></p> <p>(i) Master's Degree in Library Science / Information Science / Documentation Science with at least 60% marks or an equivalent Professional degree or its equivalent with equivalent grade (6.5 in 10 point scale) or its equivalent grade of 'B'. in the UGC seven point scale and a consistently good academic record with superior knowledge of computerized library service.</p> <p>(ii) Qualifying in the national level test such as NET/SLET/SET conducted for the purposed by the UGC or any other agency approved by the UGC.</p> |

K. Rajan

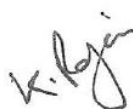
| Sl.No. | Particular | Criteria |
|--------|--|---|
| | | <p>Desirable:</p> <p>1) PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p> <p>2) Candidate with higher degree (Ph. D. or equivalent) in a relevant Discipline shall be preferred.</p> |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes | Age bar: Not applicable Educational qualification: No, but must possess at least Master's degree in Library Science / Information Science / Documentation Science or equivalent from a recognized University/Institute |
| 9. | Period of probation, if any | 1 year for direct recruits as per NIT Statutes. |
| 10. | Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | 75% Direct recruitment, failing which by deputation (including Short Term contract). 25% by Promotion failing which by deputation (including Short Term contract). |
| 11. | In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation/absorption to be made | <p>Promotion: Promotion from the post of Library & Information Assistant (SG-II) with GP of Rs.4800/-) with 5 years regular service or Library and Information Assistant (SG-I) with GP of Rs.5400/-) with 2 years regular service and working performance record, through prescribed test and interview.</p> <p>Deputation (including Short Term Contract): Officers from the Central / State Government of Institutes of national importance or Universities / University level Institution or PSU:</p> <p>a) Holding analogous post, and b) Possessing educational qualification as prescribed in Row 7.</p> |
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

**Recruitment Rules (2019) for the post of STUDENTS ACTIVITY & SPORTS (SAS)
OFFICER in NITs**

| Sl.No. | Particular | Criteria |
|--------|---|--|
| 1. | Name of the Post | Students Activity & Sports (SAS) Officer |
| 2. | Number of Post(s) | As per sanctioned strength |
| 3. | Classification | Group - A |
| 4. | Scale of pay (Grade Pay, Band Pay) | <p>PB : 3 (Rs.15,600 - 39,100/-) with Grade Pay of Rs.5400/-. After Five years of service as SAS Officer with GP of Rs5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation.</p> <p>(Those who are already appointed on AGP of Rs.6000/- may continue with same AGP as recommended by the selection committee till 5 yrs of their service. Already appointed on AGP of Rs.6000/- shall move to GP of Rs.6600/- instead of AGP of Rs.7000/- (As there is no GP exist at Rs.6000/- and Rs.7000/- in Non-Teaching) after 5 yrs of their service. No Further Recruitment will be made on AGP of Rs.6000/- the existing column may be replaced as: PB 3 (Rs.15,600 - 39,100) with GP of Rs.5400/-. After Five years of service as SAS Officer with GP of Rs.5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation.)</p> |
| 5. | Whether Selection Post or non-Selection Posts | Not applicable |
| 6. | Age limit for direct recruits | <p>35 years</p> <p>Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government</p> |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Educational qualification and Experience:</u></p> <p><u>Essential:</u></p> <p><u>Educational qualification:</u></p> <p>Master's Degree in Physical Education or Master's Degree in Sports Science or equivalent degree with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University /</p> |

K. Rajan

| Sl.No. | Particular | Criteria |
|--------|--|--|
| | | <p>Institute.</p> <p>Record of having represented the University / College at the inter-University/Inter-Collegiate competitions or the State and/or national championships; 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>Desirable:</p> <p>i) Experience in guiding group of students in creative activities.</p> <p>ii) Candidate with higher degree (Ph.D. or equivalent) in a relevant Discipline shall be preferred.</p> <p>iii) Record of organizing such events as student's convener or in later part of life.</p> <p>iv) Record of strong involvement and proven track record of participation in sports and drama / music / films / painting / Photography / journalism event management or other student/ event management activities during college / University studies.</p> |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | <p>Age bar: Not applicable</p> <p>Educational qualification: No, but must possess at least Master's degree in Physical education or Sports Science or equivalent from a recognized University/ Institute</p> |
| 9. | Period of probation, if any | 1 year for direct recruits as per NIT Statutes. |
| 10. | Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | 75% Direct Recruitment, failing which by deputation (including Short Term c 25% by promotion failing which by deputation (including Short Term contract). |
| 11. | In case of recruitment by promotion / deputation / transfer, grades from which promotion / | <p>Promotion:</p> <p>Promotion from the post of SAS Assistant (SG-II) with Grade Pay of Rs.4800/- with 5 years regular service or SAS Assistant (SG-I) with</p> |



| Sl.No. | Particular | Criteria |
|--------|--|--|
| | deputation / transfer to be made | Grade Pay of Rs.5400/- with two years regular service and working performance record (APAR), through prescribed test and interview. Deputation (including Short Term contract): Officer of the Central / State or similar services / semi -Govt./ PSU / Statutory or Autonomous organization or University / Institution of national importance. a) holding analogous post and b) Possessing educational qualification as prescribed in Row 7 |
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

K. Rajan

Recruitment Rules (2019) for the post of SCIENTIFIC OFFICER / TECHNICAL OFFICER (GENERAL / ICT / RESEARCH) in NITs

| Sl.No. | Particular | Criteria |
|--------|---|--|
| 1. | Name of the Post | Scientific Officer / Technical Officer |
| 2. | Number of Post(s) | As per sanctioned strength. |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB: 3 (Rs.15,600 - 39,100/-) with Grade Pay of Rs.5400/-. After Five years of service as Scientific/Technical Officer with GP of Rs.5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation. |
| 5. | Whether Selection Post or non-Selection Posts | Not applicable |
| 6. | Age limit for direct recruits | 35 years. Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Educational Qualification & Experience:</u></p> <p><u>Essential:</u></p> <p><u>Educational Qualification:</u></p> <p>i) B.E. / B.Tech. / M.Sc. in relevant field or MCA Degree with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record. OR</p> <p>ii) Employees of the Institute serving as Technical Assistant (SG II) for at least 5 years (Grade Pay 4800/-) or Technical Assistant (SG-I) with Grade Pay of Rs.5400/- in PB-2 with two years regular service in the institute.</p> <p><u>Desirable:</u></p> <p>a) Work experience in relevant field, e.g. maintenance of scientific equipment, system administration, software development in fabrication and support to research.</p> <p>b) Candidates with Ph.D. in the relevant field shall be preferred.</p> |

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| Sl.No. | Particular | Criteria |
|--------|--|--|
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Age bar: Not applicable Educational qualification: No, but must possess at least B.E. / B.Tech. / M.Sc. or equivalent in relevant field or MCA Degree from a recognized University/ Institute. |
| 9. | Period of probation, if any | 1 year as per NIT Statutes for direct recruits. |
| 10. | Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods | 75% Direct Recruitment failing which by deputation (including Short Term contract). 25% by Promotion failing which by deputation (including Short Term contract). |
| 11. | In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made | Promotion: Promotion from the post of Technical Assistant (Selection Grade II) with GP of Rs.4800/- with 5 years regular service or Technical Assistant (SG-I) (PB-2 with Grade Pay of Rs.5400/-) with 2 years of experience through DPC and working performance record (APAR). Deputation (including Short Term Contract): a) Officers of the Central / State / PSU / Statutory or Autonomous organization or University / Institution of national importance: b) holding analogous post and c) Possessing educational qualification as prescribed in Row 7. |
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

K. Rajan

Recruitment Rules (2019) for the post of EXECUTIVE ENGINEER in NITs

| Sl.No. | Particular | Criteria |
|--------|--|---|
| 1. | Name of the Post | Executive Engineer |
| 2. | Number of Post(s) | As per sanctioned strength. |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB 3 (15,600-39,000/-) With Grade Pay of Rs.5400/-. After five years of service as Engineer with GP of Rs.5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation. |
| 5. | Whether Selection Post or non-Selection Posts | Not Applicable |
| 6. | Age limit for direct recruits | Not exceeding 35 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government |
| 7. | Educational and other qualifications required for direct recruits | <u>Educational Qualification and Experience:</u> <u>Essential:</u> <u>Educational Qualification:</u> B.E./ B.Tech. in Civil / Electrical Engineering with first class or its equivalent Grade in the CGPA / UGC 7 point scale with good academic record from a recognized University/Institute. OR Employees of the Institute with at least five years regular service as Assistant Engineer (SG II) in PB-2, Grade Pay of Rs.4800/- or with at least two years regular service as Assistant Engineer (SG-I) in PB-2, Grade Pay of Rs.5400/-. |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Age bar : No Qualification: No, but must possess at least B.E. / B.Tech.in Civil / Electrical Engineering from a recognized University/ Institute. |
| 9. | Period of probation, if any | 1 year for direct recruits as per NIT Statutes. |
| 10. | Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by | 75% Direct Recruitment, failing which by deputation. 25% by promotion failing which by deputation/ contract, failing which in both, by direct recruitment. |

K. Rajan

| Sl.No. | Particular | Criteria |
|--------|---|--|
| | various methods | |
| 11. | In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made | <p>Promotion: Employees of the Institute with at least five years regular service as Assistant Engineer (SG II) in PB-2, Grade Pay Rs.4800/- or with at least two years regular service as Assistant Engineer (SG-I) in PB-2, Grade Pay of Rs.5400/- and working performance record (APAR), through prescribed test and interview.</p> <p>Deputation (including Short Term Contract): Officers of the CPWD/ State PWD or similar organized services / semi-Govt./ PSU / Statutory or Autonomous organization/University, Institutes of national importance,</p> <p>Experience: a) holding analogous post on regular basis; and b) Possessing educational qualification as prescribed in Col. 7.</p> |
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

K. Raju

Recruitment Rules (2019) for the post of MEDICAL OFFICER in NITs

| Sl.No. | Particular | Criteria |
|--------|--|--|
| 1. | Name of the Post | Medical Officer |
| 2. | Number of Post(s) | As per sanctioned strength |
| 3. | Classification | Group - A |
| 4. | Scale of Pay (Grade Pay, Band Pay) | PB: 3 (Rs.15,600 - 39,100/-) with Grade Pay of Rs.5400/- + NPA as per Govt. instructions. After 5 years of service as Medical Officer with GP of 5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of 6600/- with the same designation. |
| 5. | Whether Selection Post or non-Selection Posts | Not Applicable |
| 6. | Age limit for direct recruits | 35 years |
| 7. | Educational and other qualifications required for direct recruits | <p><u>Educational qualification and Experience:</u></p> <p><u>Essential:</u> <u>Educational qualification:</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, 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> |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Not Applicable |
| 9. | Period of probation, if any | 1 year for direct recruits as per NIT Statutes |
| 10. | Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by | 100% Direct Recruitment failing which through deputation (including Short Term contract) |

K. Logan

| Sl.No. | Particular | Criteria |
|--------|---|---|
| | various methods | |
| 11. | In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made | <p>Deputation: Medical Officers of the Central/State Govt. or similar organized services / semi-Govt. / PSU / Statutory or Autonomous organization / University / Institute of national importance.</p> <p>Experience: a) Holding analogous post on regular basis; or b) Possessing educational qualification as prescribed in Row 7.</p> |
| 12. | If DPC exists, what is its composition | As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute. |
| 13. | Circumstances in which UPSC is to be consulted in making recruitment | Not Applicable |

Note:

- i) The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.
- ii) Completion of compulsory Rotating Internship Certificate, [Registration Certificate, an official document showing name of College / Institution from where degree / diploma has been done and official document showing name of the institution from where experience has been gained are required.]

K. Raju

ANNEXURE-B

The relevant fields for the following posts under essential educational as per Recruitment Rules (RRs 2019) shall be as under: -

| S.No | Name of the post | Essential Qualification |
|-------------|---------------------------------|--|
| 1. | Scientific Officer | i) B.E/B.Tech./M.Sc. in Computer Science & Engineering/Information Technology/ Mathematics and Computing/ Data Science/ Computer Engineering OR Master of Computer Applications (MCA) with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record. |
| 2. | Technical Officer | i) B.E/B.Tech in Mechanical Engineering/ Industrial & Production Engineering/ Production Engineering with first class or equivalent grade (6.5 in 10point scale) and consistently excellent academic record. |
| 3. | Sr. Executive Engineer | B.E/B.Tech in Civil/ Electrical Engineering with first class or its equivalent Grade in the CGPA/UGC 7 point scale with good academic record from a recognized University/Institute |
| 4. | Executive Engineer (Civil) | B.E/B.Tech in Civil Engineering with first class or its equivalent Grade in the CGPA/UGC 7 point scale with good academic record from a recognized University/Institute |
| 5. | Executive Engineer (Electrical) | B.E/B.Tech in Electrical Engineering with first class or its equivalent Grade in the CGPA/UGC 7 point scale with good academic record from a recognized University/Institute |

Note: - All other terms and conditions/requirements shall be as per RRs-2019 as mentioned in the Annexure-A of the advertisement.

ANNEXURE-C

Syllabus for Written Test for the Post of Registrar

| Sr. No. | Topic | Contents |
|----------------|---|--|
| 1. | Broad Administrative structure of NIT system. | <ul style="list-style-type: none"> a) Special reference to NIT Act-2007/NITSER Act-2012; Statute; Role and Function of Board, Finance Committee, Buildings and Works Committee, Senate and NITSER Council. b) Roles and Responsibilities of Chairman BOG, Director, Deputy Director, Registrar, Deans etc. |
| 2. | Academic Administration | <ul style="list-style-type: none"> a) International Ranking, its frameworks etc. b) Broad idea about Admission, Registration, Credit System and Academic Programmes offered by Institute. c) Examination System. d) Ordinances for UG and PG Studies. e) Conduct and Discipline Rules of Students, Rules for unfair means in examination, Scholarship, Medal and Prizes for the students. |
| 3. | Leave/Vacation: | <ul style="list-style-type: none"> a) CCS (Leave) Rules b) Type of leave and terms & conditions of its grant. c) Accumulation of Leave. d) Procedure for grant of leave. |
| 4. | Disciplinary Procedures | <ul style="list-style-type: none"> a) CCS(Conduct) Rules b) CCS(CCA) Rules c) Procedure for disciplinary actions. d) Essential steps for handling disciplinary cases. e) CVC Guidelines |
| 5. | Pension Rules and Retirement Benefits, Gratuity Act, GPF, CPF, NPS. | |
| 6. | Purchasing | <ul style="list-style-type: none"> a) Purchasing Principles GFR-2017. b) Various purchasing Systems etc. GeM Rules and Central Public Procurement Portal. c) Preparation of Budget. d) Legal aspects of Purchasing. e) Procurement of Goods, Services and Works. f) Payment procedure etc. PFMS. g) CVC Guidelines of Procurement h) Functions of CAG Audit in Procurement |
| 7. | Store Management | <ul style="list-style-type: none"> a) Contract Management, Inventory Management b) Bill of Materials. c) Stores Accounting. <ul style="list-style-type: none"> i) Stock-taking/stock verification ii) Valuation of stock in hand. |
| 8. | Fundamental Rules and Supplementary Rules, TA/DA Rules, LTC Rules, Medical Rules, CCS (Revised Pay Rules 2016), CCS (Pension Rules), Rules regarding allowances to Central Government employees, Rules of Deputation & Lien, Reservation in appointment, Recruitment Rules in NITs for faculty and non-faculty members. | |
| 9. | Preparation of Budget and its Allocation, Financial Accounting; Introduction, Accounting Concepts, Preparation and Presentation of Financial Statements | |
| 10. | RTI Act, Audit of Autonomous Bodies by C&AG, Higher & Technical Education of India, Various Policies of the etc. | |

Syllabus for Written Test for the Post of Assistant Registrar

| S.No | Name of the Topic | Contents |
|-------------|---|--|
| 1. | General Knowledge and Current Affairs | History, Geography and economy of India Economy of India, Constitution of India; Current National and International events. Computer Knowledge & PFMS. |
| 2. | Verbal, non-verbal, Numerical & Analytical Ability | a. English Grammar, Comprehension, Sentence correction, b. Questions on analogies, verbal and figure classification, Numbers and Percentage; Ratios and Proportions; Time and Work. c) Data Interpretation and basic statistics; Mental Ability and Numerical reasoning. |
| 3. | Leave/Vacation: | a) CCS (Leave) Rules b) Type of leave and terms & conditions of its grant. c) Accumulation of Leave. d) Procedure for grant of leave. |
| 4. | Pension Rules and Retirement Benefits, Gratuity Act, GPF, CPF, NPS. | |
| 5. | Fundamental Rules and Supplementary Rules, TA/DA Rules, LTC Rules, Medical Rules, CCS (Revised Pay Rules 2016), CCS (Pension Rules), Rules regarding allowances to Central Government employees, Rules of Deputation & Lien, Reservation in appointment, Recruitment Rules in NITs for faculty and non-faculty members. | |
| 6. | NIT Act & Statutes | NIT Acts and Statutes, NITSER Act, Role and functions of BOG, Finance Committee, Building and Works Committee and Senate; NIT Council; Powers and Functions of Director, Registrar, Deans, HOD's, Code of conduct for employees, Resignation & Retirement of Institute employees; Recruitment Rules for Faculty and Non-faculty. |
| 7. | Academics | Admission and Registration procedures; Senate and its powers, Board of Studies (BOS), Unfair Means Cases (UMC), Grade Point System, Curriculum Structure for UG & PG, Scholarships. . |
| 8. | Accounting and Financing | Role of drawing and disbursing officer (DDO); Income and service tax rules; TA/DA rules, Rules of advances, GFR-2017; Audit Procedures; Role and function of CAG; Balance sheet and trial balance; ledgers and Postings; Bank reconciliation statement, receipt & payments, Budget and Estimation, GPF and Pension rules; Knowledge of Tally software and GST rules. |

| | | |
|----|------------------|---|
| 9. | Store & Purchase | Procurement of goods and services, GFR-2017, GeM rules and procedures, Modes of procurement and tendering, Inventory Management, General procedure and rules of all purchases, Annual Maintenance Contract, Rate contract, E-procurement, physical verification of goods, write off and disposal of goods, Modes of tenders, Maintenance of various types of registers, Procedure for auction, Basic inventory management, Inspection of goods, Issue of Custom and Excise Duty Exemption Certificate, Issue of GST Concession Certificate. |
|----|------------------|---|

Syllabus for Written Test for the Post of Librarian

| Sr. No. | Topics |
|---------|--|
| 1. | <ul style="list-style-type: none"> • Information Sources and Services. • Knowledge organization- Classification and Cataloguing • Information and Communication technology <ul style="list-style-type: none"> a) Library Automation b) Internet and its applications c) Digital Library Initiatives- National and International level |
| 2 | <ul style="list-style-type: none"> • Content Creation and Management. • Information Storage and retrieval <ul style="list-style-type: none"> a) Indexing. b) Content analysis - Abstract and abstracting. c) Vocabulary control. d) Information searching and media. e) Information retrieval system |
| 3 | <ul style="list-style-type: none"> • Research methods/ methodology and Statistical techniques. • Management of Library and Information Centers. • Information and communication. • Open access scholarly communication. • IPR- Intellectual Property Rights. • Information analysis- consolidation and repackaging- concept process and products • Planning, management and marketing of an information consolidation unit. • Information systems- management of Academic library system, special library system and business information system. • Repository, Shodganga, e-library, turnitin, digital circulation |
| 4 | <ul style="list-style-type: none"> • Latest trends in LIS- Library and Information Science • All topics related to required Managerial and communication skills. |
| 5 | <p>Disciplinary Procedures</p> <ul style="list-style-type: none"> • CCS(Conduct) Rules • CCS(CCA) Rules • Procedure for disciplinary actions. • Essential steps for handling disciplinary cases. • CVC Guidelines |
| 6 | <p>Purchasing</p> <ul style="list-style-type: none"> • Purchasing Principles GFR-2017. • Various purchasing Systems etc. GeM Rules and Central Public Procurement Portal. • Preparation of Budget. • Legal aspects of Purchasing. • Procurement of Goods, Services and Works. • Payment procedure etc PFMS. • CVC Guidelines of Procurement • Functions of CAG Audit in Procurement |
| 7 | <p>Store Management</p> <ul style="list-style-type: none"> • Contract Management, Inventory Management • Bill of Materials. • Stores Accounting. <ul style="list-style-type: none"> i. Stock-taking/stock verification ii. Valuation of stock in hand. |

Syllabus for Written Test for the Post of Assistant Librarian

| Sr. No. | Topics |
|----------------|---|
| 1. | Information Sources and Services. Knowledge organization- Classification and Cataloguing Information and Communication technology a) Library Automation b) Internet and its applications c) Digital Library Initiatives- National and International level |
| 2 | Content Creation and Management. Information Storage and retrieval a) Indexing. b) Content analysis - Abstract and abstracting. c) Vocabulary control. d) Information searching and media. e) Information retrieval system |
| 3 | Research methods/ methodology and Statistical techniques. Management of Library and Information Centers. Information and communication. Open access scholarly communication. IPR- Intellectual Property Rights. Information analysis- consolidation and repackaging- concept process and products Planning, management and marketing of an information consolidation unit. Information systems- management of Academic library system, special library system and business information system. |
| 4 | Latest trends in LIS- Library and Information Science All topics related to required Managerial and communication skills. |

Syllabus for Written Test for the Post of Principal SAS Officer

Topics

Physical Education and Sports:

Unit -I: - Physical education and adapted physical education, their objectives Philosophies of education as applied to physical education, Growth and development of physical education in India, Wellness- its importance, benefits and challenges. Social aspects of sports- sports as a socializing agency, social values, sports leadership, Ancient & Modern Olympics games, Asian and Commonwealth games. Structure and functions of international and national bodies controlling various games and sports. Prominent honours and awards in games and sports.

Unit -II: - Exercise physiology its scope and importance in the field of physical education and sports. Cardio respiratory adaptations to long and short term physical activities. Muscle- its types, characteristics and functions. Microscopic structure of muscle fibre. Types of muscle fibres and sports performance. Muscular adaptations to exercise. Bio-chemical aspects of exercise - Metabolism of food products. Aerobic and anaerobic systems during rest and exercise. Recovery process - Physiological aspects of fatigue.

Unit -III: - Kinesiology and biomechanics. Modern trends in biomechanics. Planes and Axes of human body. Joints and their movements. Muscle attachments- Origin, insertion, action and leverage of the principal muscles used in sports. Motion: its laws and their application in sports. Mechanical advantage and applications of Levers in sports. Kinesiological, Muscular and mechanical analyses of fundamental movements:

Unit -IV: - Sports psychology- its importance in the field of physical education and sports. Motivation in sports- types, theories and dynamics. Psychological factors affecting sports performance-Emotions, Anxiety aggression, stress self-confidence, concentration, mental practice and goal setting. Personality- Theories of personality, measurement of personality. Long and short term psychological preparation for performance/ competition. Psychological skill training for activation and relaxation

Unit -V: - Health- its objectives, Health education, its importance. Health-related physical fitness. Body weight control and its significance on health. Role of exercise, dieting and combination of exercise & dieting on weight control. Effects of pollution on health, Preventive and safety measures from pollution. Nutrition-Balanced diet & its components. Nutritional Deficiencies. Understanding of malnutrition and nutritional supplements. Effects of smoking, alcohol, & drugs on health; prevention and rehabilitation.

Unit -VI: - Sports training- its characteristics and principles. Training load, its features, principles and adaptation process. Means and methods of executing training load. Overload, its Causes, symptoms and remedial measures. Strength- its characteristics, types of strength, factors determining strength and strength development. Endurance- its characteristics, types of endurance, factors determining endurance and endurance development. Speed - its characteristics, types of Speed, factors determining Speed and speed development. Flexibility- its characteristics, types of flexibility, factors determining flexibility and flexibility development. Coordinative abilities- its characteristics, types of coordinative abilities, factors determining coordinative abilities and development of coordinative abilities. Technique and skill- its characteristics and

importance. Different stages of technique development and technique training. Tactics and strategy. Periodization- its importance, objectives and types of periodization. Concept of different periods - Preparatory, competition and transitional. Types of Competition: Talent identification- process and procedure.

Unit -VII: - Research in physical education- its importance and classification. Ethical issues in research. Methods of research- Descriptive, historical and experimental. Experimental research designs. Identification and formulation of research problem. Types of research hypotheses and their formulation. Tools of research- Questionnaires, opinionnaires, Note taking and critical reading. Sampling Techniques- Probability and non-probability. Data, its types and collecting measures. International Benchmarking

Unit - VIII: - Test, measurement and evaluation -their types and importance in physical education and sports. Tests for fitness- Physical fitness, motor fitness, motor ability and motor educability. Test for fitness components- strength, endurance, speed, flexibility and coordinative abilities. Anthropometric Measurements- land marks and measurement of various body segments, height, sitting-height, weight, diameters, circumferences, skinfolds, body mass index, ponderal index. Somatotype and Posture evaluating techniques. Testing of physiological phenomenons- Heart rate, pulse rate & body temperature.

Unit IX: - Disciplinary Procedures: CCS(Conduct) Rules, CCS(CCA) Rules, Procedure for disciplinary actions. Essential steps for handling disciplinary cases. CVC Guidelines.

Unit X: - Purchasing: Purchasing Principles GFR-2017. Various purchasing Systems etc. GeM Rules and Central Public Procurement Portal. Preparation of Budget. Legal aspects of Purchasing. Procurement of Goods, Services and Works. Payment procedure etc. PFMS.CVC Guidelines of Procurement. Functions of CAG Audit in Procurement.

Unit XI: - Store Management: Contract Management, Inventory Management, Bill of Materials. Stores Accounting. Stock-taking/stock verification, Valuation of stock in hand.

Syllabus for Written Test for the Post of SAS Officer

| Sr. No. | Topics |
|---------|---|
| 1 | <p>General Knowledge and Awareness, Numerical Ability and Reasoning, Verbal Ability and Reasoning:</p> <p>History of India, Economy of India, Current national and international sports events, Geography of India, Constitution of India. Numbers and Percentage; Ratios and Proportions; Time and Work; Data Interpretation and Statistics; Mental Ability and Numerical reasoning. English Grammar; Sentence correction, Synonyms. Antonyms, Verbal and Non-Verbal reasoning; Questions on analogies, similarities, differences, observation, relationship, verbal and figure classification.</p> |
| 2 | <p>Physical Education and Sports:</p> <p>Unit -I: - Physical education and adapted physical education, their objectives Philosophies of education as applied to physical education, Growth and development of physical education in India, Wellness- its importance, benefits and challenges. Social aspects of sports- sports as a socializing agency, social values, sports leadership, Ancient & Modern Olympics games, Asian and Commonwealth games. Structure and functions of international and national bodies controlling various games and sports. Prominent honours and awards in games and sports.</p> <p>Unit -II: - Exercise physiology its scope and importance in the field of physical education and sports. Cardio respiratory adaptations to long and short term physical activities. Muscle- its types, characteristics and functions. Microscopic structure of muscle fibre. Types of muscle fibres and sports performance. Muscular adaptations to exercise. Bio-chemical aspects of exercise - Metabolism of food products. Aerobic and anaerobic systems during rest and exercise. Recovery process - Physiological aspects of fatigue.</p> <p>Unit - III: - Kinesiology and biomechanics. Modern trends in biomechanics. Planes and Axes of human body. Joints and their movements. Muscle attachments - Origin, insertion, action and leverage of the principal muscles used in sports. Motion: its laws and their application in sports. Mechanical advantage and applications of Levers in sports. Kinesiological, Muscular and mechanical analyses of fundamental movements:</p> <p>Unit - IV: - Sports psychology- its importance in the field of physical education and sports. Motivation in sports- types, theories and dynamics. Psychological factors affecting sports performance-Emotions, Anxiety aggression, stress self-confidence, concentration, mental practice and goal setting. Personality- Theories of personality, measurement of personality. Long and short term psychological preparation for performance/ competition. Psychological skill training for activation and relaxation</p> <p>Unit -V: - Health- its objectives, Health education, its importance. Health-related physical fitness. Body weight control and its significance on health. Role of exercise, dieting and combination of exercise & dieting on weight control. Effects of pollution on health, Preventive and safety measures from pollution. Nutrition-Balanced diet & its components.</p> |

Nutritional Deficiencies. Understanding of malnutrition and nutritional supplements. Effects of smoking, alcohol, & drugs on health; prevention and rehabilitation.

Unit -VI:- Sports training- its characteristics and principles. Training load, its features, principles and adaptation process. Means and methods of executing training load. Overload, its Causes, symptoms and remedial measures. Strength- its characteristics, types of strength, factors determining strength and strength development. Endurance- its characteristics, types of endurance, factors determining endurance and endurance development. Speed - its characteristics, types of Speed, factors determining Speed and speed development. Flexibility-its characteristics, types of flexibility, factors determining flexibility and flexibility development. Coordinative abilities- its characteristics, types of coordinative abilities, factors determining coordinative abilities and development of coordinative abilities. Technique and skill- its characteristics and importance. Different stages of technique development and technique training. Tactics and strategy. Periodization- its importance, objectives and types of periodization. Concept of different periods - Preparatory, competition and transitional. Types of Competition: Talent identification- process and procedure.

Unit -VII: - Research in physical education- its importance and classification. Ethical issues in research. Methods of research- Descriptive, historical and experimental. Experimental research designs. Identification and formulation of research problem. Types of research hypotheses and their formulation. Tools of research- Questionnaires, opinionnaires, Note taking and critical reading. Sampling Techniques- Probability and non-probability. Data, its types and collecting measures.

Unit - VIII: - Test, measurement and evaluation -their types and importance in physical education and sports. Tests for fitness- Physical fitness, motor fitness, motor ability and motor educability. Test for fitness components - strength, endurance, speed, flexibility and coordinative abilities. Anthropometric Measurements- land marks and measurement of various body segments, height, sitting-height, weight, diameters, circumferences, skinfolds, body mass index, ponderal index. Somatotype and Posture evaluating techniques. Testing of physiological phenomena- Heart rate, pulse rate & body temperature.

Unit IX Disciplinary Procedures: CCS(Conduct) Rules, CCS(CCA) Rules, Procedure for disciplinary actions. Essential steps for handling disciplinary cases. CVC Guidelines.

Unit X Purchasing: Purchasing Principles GFR-2017. Various purchasing Systems etc. GeM Rules and Central Public Procurement Portal. Preparation of Budget. Legal aspects of Purchasing. Procurement of Goods, Services and Works. Payment procedure etc. PFMS. CVC Guidelines of Procurement. Functions of CAG Audit in Procurement.

Unit XI Store Management: Contract Management, Inventory Management, Bill of Materials. Stores Accounting. Stock-taking/stock verification, Valuation of stock in hand.

Syllabus for Written Test for the Post of Scientific Officer

| Sr. No. | Topics |
|----------------|---|
| 1 | Computer Network: Concept of layering, LAN technologies (Ethernet), Flow and error control techniques, switching, IPv4/IPv6, routers and routing algorithms (distance vector, link state), TCP/UDP and sockets, congestion control, Application layer protocols (DNS, SMTP, POP, FTP, HTTP), Basics of Wi-Fi Network security: Authentication, basics of public key and private key cryptography, Digital Signatures and Certificates, Firewalls. |
| 2 | Programming and Data Structures: Object Oriented Programming, Recursion, Arrays, Stacks, Queues, Linked lists, Trees, Binary Search Trees, Binary Heaps, Graphs, Sorting, Searching Algorithms. |
| 3 | Databases: ER-model, relational model: relational algebra, tuple calculus, SQL, integrity constraints, normal forms, File organization, indexing (e.g., B and B+ trees). Transactions and concurrency control. |
| 4 | Web Applications: HTML, CCS, Bootstrap, PHP, JavaScript, JQuery, AJAX |
| 5 | Cyber Security: Cyber Attacks, Cyber Security Vulnerabilities, Securing Web Application, Services and Servers, Intrusion Detection and Prevention, Access control, Audit Authentication, Cryptography, Ethical Hacking, Firewalls. |
| 6 | Enterprise resource Planning (ERP), E-Office |

Syllabus for Written Test for the Post of Technical Officer

Engineering Mechanics: Equilibrium of forces, law of motion, friction, centroid of a plane area, screw jack, system of pulleys, projectile, work, power, energy.

Strength of Materials: Stress and strain, elastic limit and elastic constants, thermal stresses, bending moments and shear force diagram, torsion of circular shafts, columns and struts.

Theory of Machines: Concept of simple machine, four bar linkage and link motion, flywheel, power transmission by belts and gears.

Thermal Engineering: Thermodynamic systems and processes, properties of pure substances, behaviour of ideal and real gases, Laws of thermodynamics, compressors, vapour and gas power cycles, Air-standard (Otto, Diesel and Dual cycles), vapour and gas refrigeration and heat pump cycles. Heat Transfer: Modes of heat transfer (conduction, convection and radiation).

Engineering Materials: Structure and properties of engineering materials, phase diagrams, heat treatment (annealing, hardening, tempering, carburizing, normalizing etc.), stress-strain diagrams for engineering materials.

Production Engineering: Welding: arc welding, gas welding, resistance welding, brazing and soldering, welding defects. Foundry & Casting methods, defects, different casting processes. Forming: Extrusion, forging, rolling, drawing and bending operations. Metal cutting: basic machine tools, single and multi-point cutting tools, tool geometry and materials, basic principles of machining with lathe, milling, drilling, shaping and grinding.

Machine Drawing: First and third angle projection methods, orthographic views, isometric views, projections of lines, planes and solids, Assemblies of various engineering products

Metrology: Limits and fits, measurement errors, principle of measuring instruments, linear, angular and taper measurements, screw thread measurement, measurement of circularity, comparators, measurement of surface finish, forces etc.

Industrial Automation & IIOT: Pneumatics, Hydraulics, Electro-Pneumatic/Hydraulics, PLC Programming. Sensors, Actuators, micro controllers and processors.

Ergonomics/Bio-Medical Instrumentation: Usage and maintenance of various instruments-Measurement of blood pressure, Heart rate, sound measurement, knowledge of spirometer, Audio meters, method and time study etc.

Subtractive & Additive Manufacturing: Introduction to CNC machine. Construction and Tooling. Programming of CNC machines, operations & maintenance of 3D Printers, various conventional/ non-conventional machines.

Automobile Engineering: Automobile and its development, Classification of automobiles, Transmission System, Steering System, Braking System, Dynamo and Alternator and Exhaust Emissions

Computer Integrated Manufacturing: Introduction to NC, CNC & DNC, Construction and Tooling. Part Programming, System Devices, Problems in CNC Machines, Automation and NC system

Engineering Materials: Scope of Material Science, Crystallography, Metals and Alloys, Heat Treatment. Plastics and Advanced Materials

Engineering Mechanics: Laws of Forces, Moment, Friction, Centre of Gravity and Simple Machines

Fluid Mechanics: Type and Properties of Fluids, Pressure and its Measurement, Flow of Fluids and Flow through Pipes

Heat-Transfer: Modes of Heat Transfer, Fourier's Law, Steady State Conduction, Composite Structures, Natural and Forced Convection and Thermal Radiation

I.C. Engines: Working principle of two stroke and four stroke cycle, SI engines and CI Engines, Otto cycle, Diesel cycle, Dual cycle, Fuel Supply and Ignition System in Petrol Engine, Fuel System of Diesel Engine, Cooling and Lubrication and Testing of IC Engines

Machine Design: Design-Definition. Types of design, necessity of design, Design terminology stress, strain, factor of safety, factors affecting factor of safety, stress concentration, methods to reduce stress concentration, fatigue, endurance limit, Design Failure, Design of Shaft. Design of Key. Design of Joints, Design of Flange Coupling and Design of Screwed Joints

Machining and Machine Tool Operations: Cutting Tools and Cutting Materials. Lathe, Drilling, Boring. Shaping and Planing. Broaching. Jigs and Fixtures and Cutting Fluids and Lubricants, Welding. Pattern Making, Metal Forming Processes

Mechanics of Materials: Stresses and Strains. Resilience, Moment of Inertia. Bending Moment and Shearing Force, Bending Stresses, Columns. Torsion and Springs

Metrology and Inspection: Linear and Angular Measurement, Measurement of Surface Finish and Measurements of Screw threads and Gauges

Refrigeration and air-conditioning: Fundamentals of Refrigeration, Vapour Compression System, Refrigerants. Air Refrigeration System, Vapour Absorption System and Refrigeration Equipment

Theory of Machines: Simple Mechanisms, Friction, Power Transmission. Flywheel. Governor and Balancing

Thermodynamics: Fundamental Concepts, Laws of Perfect Gases. Thermodynamic Processes on Gases, Laws of Thermodynamics. Ideal and Real Gases and Properties of **Steam**

Turbo-machinery: Introduction to Turbomachines. Classification of Turbomachines. Steam Turbines and Steam Condensers, Gas Turbines and Jet Propulsion

Vibrations: Types-Longitudinal. Transverse and Torsional vibrations, Dampening of Vibrations. Causes of vibrations in Machines, their Harmful Effects and Remedies.

Syllabus for Written Test for the Post of Sr. Executive Engineer

(A) For candidates with Civil Engineering qualification

| Sr. No. | Topics |
|----------------|---|
| 1 | Knowledge of NIT Act and Statues and amendments issued from time to time, Basic knowledge of relevant General Financial Rules and RTI Act. |
| 2 | <p>Analysis rates, Estimating of quantities of materials, Specifications (DSR, CSR etc.), Specifications for roads and bridges, Measurement of work methods, Project estimate and public works accounts, Contracts and measurement book, Knowledge of e-tendering for construction and maintenance activities, Arbitration and valuation, Quality assurance/quality control, Health and safety measures, Capacity building, PERT and CPM, Construction equipment and machinery, Knowledge of latest surveying and levelling equipment and techniques, Building bye laws.</p> <p>Estimation of water demand, Drinking water Standards, Water Treatment Plants, Water distribution networks. Planning and design of domestic waste water, sewage collection and disposal, Plumbing System. Components and layout of sewerage system, Planning & design of Domestic Waste-water disposal system, Sludge management including treatment, disposal and re-use of treated effluents, Industrial waste waters and Effluent Treatment Plants including institutional and industrial sewage management.</p> <p>Reinforced concrete and steel design, Vetting of structural design, Knowledge of relevant Indian Standard Codes of Practice, Testing of concrete for fresh and hardened properties, Basics of concrete mix design, Non-destructive testing of concrete, Knowledge of special concretes, Maintenance of buildings and roads.</p> |
| 3 | <p>Basic concepts of bending moment and shear force, Simple stress and strain, Simple bending theory, Flexural and shear stresses, Shear center, Buckling of columns, combined and direct bending stresses.</p> <p>Origin of soils, Soil classification, Three-phase system, Fundamental definitions, Relationship and interrelationships, Permeability & seepage, Effective stress principle, Consolidation, Compaction, Shear strength.</p> <p>Sub-surface investigations- penetration tests, plate load tests, Foundation types-foundation design requirements, Shallow foundations-bearing capacity, effect of water table and other factors, stress distribution, settlement analysis in sands and clays.</p> <p>Introduction to brick masonry, Stone masonry, Walls, Damp proofing, Arches and lintels, Doors and windows, Stairs and staircases, Plastering and pointing, White washing, Distempering and painting, Scaffolding</p> |
| 4 | <p>Disciplinary Procedures</p> <ul style="list-style-type: none"> • CCS(Conduct) Rules |

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| | <ul style="list-style-type: none"> • CCS(CCA) Rules • Procedure for disciplinary actions. • Essential steps for handling disciplinary cases. • CVC Guidelines |
| 5 | <p>Purchasing</p> <ul style="list-style-type: none"> • Purchasing Principles GFR-2017. • Various purchasing Systems etc. GeM Rules and Central Public Procurement Portal. • Preparation of Budget. • Legal aspects of Purchasing. • Procurement of Goods, Services and Works. • Payment procedure etc PFMS. • CVC Guidelines of Procurement • Functions of CAG Audit in Procurement |
| 6 | <p>Store Management</p> <ul style="list-style-type: none"> • Contract Management, Inventory Management • Bill of Materials. • Stores Accounting. <ul style="list-style-type: none"> i. Stock-taking/stock verification ii. Valuation of stock in hand. |

(A) For candidates with Electrical Engineering qualification

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| 1 | Knowledge of NIT Act and Statues and amendments issued from time to time, Basic knowledge of relevant General Financial Rules and RTI Act. |
| 2 | <p>Electric Circuits Network: KCL, KVL, Node and Mesh analysis, Transient response of dc and ac networks, Sinusoidal steady-state analysis, Resonance, Passive filters, Ideal current and voltage sources, Thevenin's theorem, Norton's theorem, Superposition theorem, Maximum power transfer theorem, Two-port networks, Three phase circuits, Power and power factor in ac circuits.</p> <p>Electrical Machines: Single phase transformer: equivalent circuit, phasor diagram, open circuit and short circuit tests, regulation and efficiency; Three phase transformers: connections, parallel operation; Auto-transformer, Electromechanical energy conversion principles, DC machines: separately excited, series and shunt, motoring and generating mode of operation and their characteristics, starting and speed control of dc motors; Three phase induction motors: principle of operation, types, performance, torque-speed characteristics, no-load and blocked rotor tests, equivalent circuit, starting and speed control; Operating principle of single phase induction motors; Synchronous machines: cylindrical and salient pole machines, performance, regulation and parallel operation of generators, starting of synchronous motor, characteristics; Types of losses and efficiency calculations of electric machines.</p> <p>Power Systems: Power generation concepts, ac and dc transmission concepts, Models and performance of transmission lines and cables, Series and shunt</p> |

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| | <p>compensation, Electric field distribution and insulators, Distribution systems, Per-unit quantities, Bus admittance matrix, Voltage and Frequency control, Power factor correction, Symmetrical components, Symmetrical and unsymmetrical fault analysis, Principles of over-current, differential and distance protection; Circuit breakers, System stability concepts, Equal area criterion.</p> <p>Control Systems: Mathematical modeling and representation of systems, Feedback principle, Measurement of voltage, current, power, energy and power factor; Instrument transformers, Digital voltmeters and multimeters, Phase, Time and Frequency measurement; Oscilloscopes, Error analysis.</p> <p>Analog and Digital Electronics: Characteristics of diodes, BJT, MOSFET; Simple diode circuits: clipping, clamping, rectifiers; Amplifiers: Biasing, Equivalent circuit and Frequency response; Oscillators and Feedback amplifiers; Operational amplifiers: Characteristics and applications; Simple active filters, VCOs and Timers, Combinational and Sequential logic circuits, Multiplexer, Demultiplexer, Schmitt trigger, Sample and hold circuits, A/D and D/A converters, 8085Microprocessor: Architecture, Programming and Interfacing.</p> <p>Power Electronics: Characteristics of semiconductor power devices: Diode, Thyristor, Triac, GTO, MOSFET, IGBT; DC to DC conversion: Buck, Boost and Buck-Boost converters; Single and three phase configuration of uncontrolled rectifiers, Line commutated thyristor based converters, Bidirectional ac to dc voltage source converters, Issues of line current harmonics, Power factor, Distortion factor of ac to dc converters, Single phase and three phase inverters, Sinusoidal pulse width modulation.</p> |
| 3 | <p>Disciplinary Procedures</p> <ul style="list-style-type: none"> • CCS(Conduct) Rules • CCS(CCA) Rules • Procedure for disciplinary actions. • Essential steps for handling disciplinary cases. • CVC Guidelines |
| 4 | <p>Purchasing</p> <ul style="list-style-type: none"> • Purchasing Principles GFR-2017. • Various purchasing Systems etc. GeM Rules and Central Public Procurement Portal. • Preparation of Budget. • Legal aspects of Purchasing. • Procurement of Goods, Services and Works. • Payment procedure etc PFMS. • CVC Guidelines of Procurement • Functions of CAG Audit in Procurement |
| 5 | <p>Store Management</p> <ul style="list-style-type: none"> • Contract Management, Inventory Management |

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| | <ul style="list-style-type: none">• Bill of Materials.• Stores Accounting.<ul style="list-style-type: none">i. Stock-taking/stock verificationii. Valuation of stock in hand. |
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Syllabus for Written Test for the Post of Executive Engineer (Civil)

| Sr. No. | Topics |
|----------------|---|
| 1 | <p>Knowledge of NIT Act and Statues and amendments issued from time to time, Basic knowledge of relevant General Financial Rules and RTI Act.</p> |
| 2 | <p>Analysis rates, Estimating of quantities of materials, Specifications (DSR, CSR etc.), Specifications for roads and bridges, Measurement of work methods, Project estimate and public works accounts, Contracts and measurement book, Knowledge of e-tendering for construction and maintenance activities, Arbitration and valuation, Quality assurance/quality control, Health and safety measures, Capacity building, PERT and CPM, Construction equipment and machinery, Knowledge of latest surveying and levelling equipment and techniques, Building bye laws.</p> <p>Estimation of water demand, Drinking water Standards, Water Treatment Plants, Water distribution networks. Planning and design of domestic waste water, sewage collection and disposal, Plumbing System. Components and layout of sewerage system, Planning & design of Domestic Waste-water disposal system, Sludge management including treatment, disposal and re-use of treated effluents, Industrial waste waters and Effluent Treatment Plants including institutional and industrial sewage management.</p> <p>Reinforced concrete and steel design, Vetting of structural design, Knowledge of relevant Indian Standard Codes of Practice, Testing of concrete for fresh and hardened properties, Basics of concrete mix design, Non-destructive testing of concrete, Knowledge of special concretes, Maintenance of buildings and roads.</p> |
| 3 | <p>Basic concepts of bending moment and shear force, Simple stress and strain, Simple bending theory, Flexural and shear stresses, Shear center, Buckling of columns, combined and direct bending stresses.</p> <p>Origin of soils, Soil classification, Three-phase system, Fundamental definitions, Relationship and interrelationships, Permeability & seepage, Effective stress principle, Consolidation, Compaction, Shear strength.</p> <p>Sub-surface investigations- penetration tests, plate load tests, Foundation types-foundation design requirements, Shallow foundations-bearing capacity, effect of water table and other factors, stress distribution, settlement analysis in sands and clays.</p> <p>Introduction to brick masonry, Stone masonry, Walls, Damp proofing, Arches and lintels, Doors and windows, Stairs and staircases, Plastering and pointing, White washing, Distempering and painting, Scaffolding</p> |

Syllabus for Written Test for the Post of Executive Engineer (Electrical)

| Sr. No. | Topics |
|---------|--|
| 1 | <p>Knowledge of NIT Act and statues and amendments issued from time to time, basic knowledge of general financial rules and RTI act, National electrical code, Handling and management of electrical substations and captive power plant, solar plant etc. Knowledge of e-tendering.</p> |
| 2 | <p>Electric Circuits Network: KCL, KVL, Node and Mesh analysis, Transient response of dc and ac networks, Sinusoidal steady-state analysis, Resonance, Passive filters, Ideal current and voltage sources, Thevenin's theorem, Norton's theorem, Superposition theorem, Maximum power transfer theorem, Two-port networks, Three phase circuits, Power and power factor in ac circuits.</p> <p>Electrical Machines: Single phase transformer: equivalent circuit, phasor diagram, open circuit and short circuit tests, regulation and efficiency; Three phase transformers: connections, parallel operation; Auto-transformer, Electromechanical energy conversion principles, DC machines: separately excited, series and shunt, motoring and generating mode of operation and their characteristics, starting and speed control of dc motors; Three phase induction motors: principle of operation, types, performance, torque-speed characteristics, no-load and blocked rotor tests, equivalent circuit, starting and speed control; Operating principle of single phase induction motors; Synchronous machines: cylindrical and salient pole machines, performance, regulation and parallel operation of generators, starting of synchronous motor, characteristics; Types of losses and efficiency calculations of electric machines.</p> <p>Power Systems: Power generation concepts, ac and dc transmission concepts, Models and performance of transmission lines and cables, Series and shunt compensation, Electric field distribution and insulators, Distribution systems, Per-unit quantities, Bus admittance matrix, Voltage and Frequency control, Power factor correction, Symmetrical components, Symmetrical and unsymmetrical fault analysis, Principles of over-current, differential and distance protection; Circuit breakers, System stability concepts, Equal area criterion.</p> <p>Control Systems: Mathematical modeling and representation of systems, Feedback principle, Measurement of voltage, current, power, energy and power factor; Instrument transformers, Digital voltmeters and multimeters, Phase, Time and Frequency measurement; Oscilloscopes, Error analysis.</p> <p>Analog and Digital Electronics: Characteristics of diodes, BJT, MOSFET; Simple diode circuits: clipping, clamping, rectifiers; Amplifiers: Biasing, Equivalent circuit and Frequency response; Oscillators and Feedback amplifiers; Operational amplifiers: Characteristics and applications; Simple active filters, VCOs and Timers, Combinational and Sequential logic circuits, Multiplexer, Demultiplexer, Schmitt trigger, Sample and hold circuits, A/D and</p> |

D/A converters, 8085Microprocessor: Architecture, Programming and Interfacing.

Power Electronics: Characteristics of semiconductor power devices: Diode, Thyristor, Triac, GTO, MOSFET, IGBT; DC to DC conversion: Buck, Boost and Buck-Boost converters; Single and three phase configuration of uncontrolled rectifiers, Line commutated thyristor based converters, Bidirectional ac to dc voltage source converters, Issues of line current harmonics, Power factor, Distortion factor of ac to dc converters, Single phase and three phase inverters, Sinusoidal pulse width modulation.

Syllabus for Written Test for the Post of Senior Medical Officer and Medical Officer

1. **Knowledge and skills for life-aving procedures:** Medical, Obstetric, Paediatric, including neonatal resuscitation, Surgical and Trauma.
2. **Maternal and child health:** prevention, screening, health education, nutritional guidance and immunization, ante-natal and post-natal check-up, well baby clinic and family planning procedures. Age-specific risk assessment including cancer risk, adolescent health and lifestyle guidance.
3. **Principles of anaesthesia:** local, regional and intravenous sedation
4. **Paediatrics:** Growth and development, infectious diseases, malnutrition, immunization and common paediatric illnesses.
5. **General Medicine:** Initial management of all symptoms/health problems, recognition, assessment, management, follow-up of common medical conditions in the community, prevention and health promotion, geriatric problems in the community, palliative care of terminally ill patients, poisoning, chronic disease conditions; hypertension, diabetes, asthma, ischaemic heart disease, obesity, epilepsy and osteoarthritis.
 - Diseases of public health importance. e.g., - tuberculosis, leprosy, HIV/AIDS, STD and malaria.
 - Reproductive and sexual health problems including HIV/STD.
 - Common dermatological problems and investigations.
6. **Mental health problems in a community setting:** Common psychological problems pertaining to life-cycle, behavioural problems, substance abuse, domestic violence, psychoneurosis, anxiety and depression, dementia and identification of at risk patients by age, sex and environment.
7. **Orthopaedics:** Reduction of simple fractures and dislocations, trauma management and fundamentals of physiotherapy.
 - Common ophthalmological problems, both curable and incurable.
 - Common problems in otorhinolaryngology.
8. **Oral health:** management of dental emergencies and preventive measures.
9. Occupational health.
10. **Radiodiagnosis:** Interpretation of x-rays, preparation for radiological and imaging procedures, understanding interpretation and limitations of other imaging technologies.
11. **Hospital and practice management:** Management science/organization, management of clinics, resource management, financial management, accounting and auditing and health economics and health insurance schemes.
12. Basic epidemiology and clinical epidemiology
13. Biostatistics.
14. Behavioral and social sciences related to family medicine.
15. **Research methodology:** use of quantitative and qualitative research methods, use of statistical packages, writing scientific papers.
16. Critical appraisal of literature and evidence-based medicine.
17. Communication skills with patients, peers, through media and publications.

18. Legal and ethical considerations in family practice, Medical negligence and consumer protection act.

PROCEDURAL SKILLS:

1. **Anaesthesiology:** Endotracheal intubation; intravenous access (peripheral and central lines, venesection, intravenous infusion); anaesthesia (local, regional, intravenous sedation).
2. **Medicine:** cardio-pulmonary resuscitation (CPR) and advanced cardiac, trauma, obstetric life supports, lumbar puncture, pleural aspiration, peritoneal aspiration, drainage of tension pneumothorax, nasogastric intubation and lavage; intravenous, intramuscular, intradermal and intralesional injections; intra-articular injection and aspiration; take an ECG.
3. **Obstetrics & Gynaecology:** conduction of normal delivery, making and suturing of episiotomy, management of breech delivery and retained placenta; repair of perineal laceration; vacuum extraction, forceps extraction; speculum examination, cervical smear, IUCD insertion.
4. **Ophthalmology:** funduscopy, removal of foreign bodies.
5. **Orthopaedics:** splinting of fractures, reduction of simple fractures and dislocation; application of casts.
6. Otorhinolaryngology: removal of foreign bodies from nose, syringing of ear, nasal packing; use of otoscope.
7. **Paediatrics:** resuscitation of the newborn; intraosseous infusions.
8. **Pathology:** haemoglobin level, erythrocyte sedimentation rate, total and differential leukocyte count, blood picture, routine and microscopic examination of urine and stool; taking swabs from various orifices and wounds; Fine Needles Aspiration; performing Gram stain and Ziehl-Neelsen stain; microscopy of urethral and vaginal discharge; blood sugar with glucometer; use of uristix etc.
9. **Surgery:** Assessment and closure of traumatic wounds; burns; incision and drainage of abscess; in-growing toe-nails; excision and biopsy of superficial swellings; venesection; urethral catheterization; suprapubic cystostomy; circumcision in adults; intercostals tube drainage; tracheostomy; screening for breast cancer
 - Effective management of common diseases within the limited resources of family practice setting including:
 - Common symptoms/illnesses
 - Psychosocial problems
 - Chronic diseases
 - Common emergencies
 - Identification of complex health problems and appropriate referral
 - Promotion of health and prevention of disease, and knowledge about the national health programmes
 - First aid, CPR, transportation of patients
 - Basic laboratory investigations, techniques, interpretation
 - Essential drug list, rational prescribing and prescription writing
 - Recognition and evaluation of conditions requiring surgical diagnosis and procedure
 - Neonatology, growth and developmental disorders, genetic and paediatric illnesses

- Antenatal, intranatal and postnatal care, normal labour and puerperium, diagnosis and management of pregnancy related complications and awareness of family welfare programmes
- Ability to care for disadvantaged groups in the community such as the elderly, mentally and physically handicapped persons
- General epidemiological levels of prevention and control of common CD's and NCD's
- Soft tissues, bone and joint diseases, fractures, dislocations, sprains, PMR
- Recognition of common eye diseases and diagnosis, management and referral of all emergencies in eye
- Recognition and first line management of common diseases of ear, nose and throat
- Prevention diagnosis and management of common
- dermatological conditions
- Basic principles of anaesthesiology
- Development of managerial skills
- Behavioural and social sciences related to family medicine
- Legal and ethical considerations in family practice
- National health insurance schemes
- Health education
- Nutrition and dietetics, occupational health, reproductive and child health, disaster management
- Research methodology - use of quantitative and qualitative research methods, use of statistical packages, writing scientific papers
- Palliative care and domiciliary care
- Basics of Biostatistics for analysis of qualitative and quantitative data
- Medical Informatics:
- Information retrieval and handling
- Literature searches
- Computer literacy in respect of patient management
- Search for medical information
- Statistical packages for analysis of data
- Database management and auditing
- Basics of hospital management Quality assurance
- Management of basic dental emergencies and preventive measures
- Basics of health economics
- Basics of resource and financial management
- Ability to teach and supervise undergraduates, postgraduates and other levels of para-medical staff
- Development in a particular area of expertise within family medicine e.g., counseling for psychosocial problems
 - Venepuncture And Cut-Down
 - Gastric Lavage And Enema
 - Lumbar Puncture
 - Urethral Catheterization
 - Thoracocentesis and Paracentesis
 - Skin Biopsy
 - Electrocauterization of warts

- Evacuation of Incomplete Abortion Dilation and Curettage
- Using Partogram
- Fine Needle Aspiration Cytology
- Incision and Drainage
- Suturing
- Dressing of Open Wounds
- Circumcision
- Reduction of Paraphimosis
- Water Seal Drainage
- Vasectomy
- Tracheostomy
- Proctoscopy
- Refractive Error Assessment
- Tonometry
- Fundoscopy
- Removal of Foreign Body in Eye
- Otoscopy, Rhinoscopy, Laryngoscopy
- Foreign Body Removal for Ear & Nose
- Ear Syringing
- Hearing Tests
- Transportation Protocol of trauma patients
- Plaster of Paris – Types and application
- Removal of POP
- First Aid In Traumatic Fractures
- Cardiopulmonary Resuscitation
- Defibrillation

10. **Disciplinary Procedures:** CCS(Conduct) Rules, CCS(CCA) Rules, Procedure for disciplinary actions. Essential steps for handling disciplinary cases. CVC Guidelines.
11. **Purchasing:** Purchasing Principles GFR-2017. Various purchasing Systems etc. GeM Rules and Central Public Procurement Portal. Preparation of Budget. Legal aspects of Purchasing. Procurement of Goods, Services and Works. Payment procedure etc PFMS. CVC Guidelines of Procurement. Functions of CAG Audit in Procurement.
12. **Store Management:** Contract Management, Inventory Management, Bill of Materials. Stores Accounting. Stock-taking/stock verification, Valuation of stock in hand.