



INDIAN INSTITUTE OF TECHNOLOGY DELHI

Hauz Khas, New Delhi - 110016

Website : www.iitd.ac.in

RECRUITMENT CELL (Room No. MZ-113)

Advt. No. E-II/11/2012 (E)

Applications on the prescribed form are invited from the Indian Nationals for the following posts:-

Sl. No.	Deptt. / Centre / Section / Unit	Name of the post	No. of vacancies					Pay scale
			UR	SC	ST	OBC	Total	
01.	Works Organisation	Institute Engineer*	01	-	-	-	01	PB-4 (₹ 37400-67000/-) with Grade Pay of ₹ 8700/-
02.	Hindi Cell	Junior Technical Superintendent	-	-	-	01 (OH)**	01	PB-2 (₹ 9300-34800) with Grade Pay of ₹ 4200
03.	Sports Unit	P.T.I. (Female)	01	-	-	-	01	PB-2 (₹ 9300-34800) with Grade Pay of ₹ 4200
04.	Nursery School	Pre-Primary Teacher	-	-	01	01	02	PB-1 (₹ 5200-20200) with Grade Pay of ₹ 2400

**Orthopaedically Handicapped

*NOTE: The Institute may fill-up the post either on regular or on deputation basis for a period of 03 years.

The incumbent selected for the post of Institute Engineer would be eligible for unfurnished licence-free accommodation in the Campus. In the case of deputation, standard terms of deputation will be applicable as approved by the Government of India from time to time.

♦ Applications of the candidates applying on deputation basis should be forwarded through proper channel and accompanying by NOC & vigilance clearance certificate and attested photocopy of last 5 ACRs.

PREScribed MINIMUM QUALIFICATIONS / EXPERIENCE:

01. INSTITUTE ENGINEER (Group 'A' Post)

The duties, responsibilities and powers of the Institute Engineer will be the same as that of a Superintending Engineer in the CPWD.

Essential: Bachelor's degree in the appropriate branch of Engineering / Technology or equivalent preferably first class plus 12 years relevant experience out of which atleast 05 years must be at the Executive Engineer level.

OR

Master's degree in the appropriate branch of Engineering / Technology with a very good academic record throughout plus 10 years relevant experience out of which atleast 05 years must be at the Executive Engineer level.

Desirable: Preference will be given to the candidates having First class at Degree level. The experience should be in the line of coordination & supervision of construction and maintenance of civil works (including Public Health) in Public Works Deptt.

At IIT Delhi, the Institute Engineer also normally holds the charge of Estate officer of the Institute and hence knowledge of Estate Rules will be desirable.

02. JUNIOR TECHNICAL SUPERINTENDENT (Hindi Cell)

Essential: Master's Degree in Hindi from a recognized University with English as a subject at the degree level or Master's degree in English from a recognized University with Hindi as a subject at the degree level with one year relevant experience of translation.

OR

Bachelor's degree with Hindi as a main subject with 3 years relevant experience of translation work from English to Hindi or vice-versa in Central/State Govt. Offices including Government of India undertaking.

Desirable: Preference will be given to candidates:-

- Having 55% or above marks at Degree level.
- Having sound Science background and proficiency in Computer applications.
- Having experience (in reputed organization) related to translation of scientific/technical documents.

03. P.T.I. (Female) (Sports Unit)

Essential: Graduate with Bachelor of Physical Education (B.P. Ed.) or its equivalent.

Desirable:

- Preference will be given to candidates having 55% or above marks at Degree level.
- Master of Physical Education with at least one Inter University participation.
- At least one year experience in Govt. / Autonomous Bodies / or University or College.
- Computer course in M.S Word, Excel, etc. from a reputed Institute.

04. PRE-PRIMARY TEACHER (Nursery School)

Essential:

- Senior Secondary School (class twelve) Certificate or Intermediate or its equivalent with at least 45% marks; and
- Diploma/Certificate in Nursery teacher education programme of a duration of not less than two years or B.Ed. (Nursery).

Desirable: Preference will be given to candidates having 55% or above marks in Senior Secondary School Certificate / Intermediate and Nursery Teacher education programme / B.Ed. (Nursery). Knowledge of Dance and Music will be preferred. The person should be creative.

GENERAL INSTRUCTIONS:

- Good knowledge of Computer applications (on word processor, spreadsheet, presentations software etc. and OS like MS-Windows, LINUX etc.) will be a distinct plus.
- In addition to the pay scale as above, the posts carry the usual allowances at par with those admissible under Central Government in the corresponding scale.
- The Institute reserves right to select any candidate on

contract basis, if the selection committee recommends so.

d) Maximum prescribed age is 32 years for the posts at Sl. No. 02 & 03 and 27 years for the post at Sl. No. 04. However, there is no age limit for Group 'A' post at Sl. No. 01 and will be decided at the time of shortlisting. For employees of IITs who are educationally qualified can be considered for direct recruitment across the whole IIT system up to a maximum of 50 years of age. Age is further relaxable by 5 years for SC/ST candidates and 3 years for OBC candidates only if the post is reserved for these categories. The age relaxation upto 5 years may be given to the candidates who appear to have special qualification or highly relevant experience for the position.

e) DD/PO of ₹ 100/- (Rupees one hundred only) for post at Sl. No. 01 and DD/PO of ₹ 50/- (Rupees fifty only) for the posts at Sl. No. 02 to 04 should be enclosed (drawn in favour of Registrar, IIT Delhi payable at New Delhi). No DD/PO is required for SC/ST posts.

f) Separate application form should be submitted for each post either in the same OR in different Deptts. / Centers. Persons serving in Govt. Deptts., Autonomous organizations, Corporations, Boards etc. should apply through proper channel.

g) The reservation and the percentage thereof, for Physically Handicapped / Ex-servicemen will be as per current Central Govt. Orders. The candidates applying against reserved posts are required to attach the attested copies of relevant certificates issued from the concerned Competent Authority in the proforma as prescribed by the Govt. of India. The Institute follows the Central List in the case of OBCs.

h) The relaxation & concessions to the candidates applying for the reserved category posts exist as per Govt. of India Rules.

i) Mere fulfillment of qualifications and experience requirements does not entitle any candidate to be called for test / or interview.

j) No correspondence whatsoever will be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview.

k) The Institute will conduct Written and / or Practical Tests / or Presentation for the posts at Sl. No. 01 to 04 and only those candidates who qualify the said tests will be called for interview.

l) Outstation candidates called for interview will be paid 2nd Class A/C Railway Fare for the post at Sl. No.01 and 2nd Class Railway Fare for the post at Sl. No. 02 to 04 through Demand Draft (to be sent later) from the place of duty/residence to Delhi and back by the shortest route.

m) The age of superannuation for all the posts is 60 years.

n) The application form without the attested copies of all relevant certificates (both experience and education) will be rejected.

o) The candidates fulfilling the above eligibility criteria may submit their application on the prescribed Application Form along with testimonials; prescribed fee; and latest passport size photograph to Superintendent (Recruitment Cell, Room No. MZ-113), IIT Delhi, Hauz Khas, New Delhi - 110016. The prescribed application form can be obtained from the Recruitment Cell either in person or by sending a self addressed stamped (₹ 10/-) envelope of 28 x 12 cms and outer cover of request should be superscribed "Request for Application Form-Advertisement No. E-II/11/2012 (E)". Such postal requests should reach IIT Delhi at least 10 days before the last date of receipt of application form.

p) The prescribed application form and the details of the advertisement can also be downloaded from the Website of IIT Delhi (www.iitd.ac.in) (please see column Jobs@IITDelhi, under the heading non-academic).

q) The last date for receipt of completed Application forms is 11 January, 2013.