

INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

VGEC Campus, Chandkheda, Ahmedabad - 382424, Gujarat

Advertisement No.: AO/Rect./01/2012-13

Applications in the prescribed format are invited from Indian Nationals for appointment to following posts of this Institute:

Sr No.	Position/Number of Posts/ Salary	Required Qualification, Experience & Age Limit
1.	Registrar Vacancy : 01 (UR) Minimum pay: Rs. 43,000/- in PB-4 (Rs. 37,400/-67,000/-) plus GP of Rs.10, 000/- (with transport allowance and DA as presently applicable, the gross adds up to Rs. 96,664/- p.m.).In addition, the Registrar shall be provided with rent free family accommodation.	Minimum Qualification: Postgraduate degree with at least 55% marks* or its equivalent grade of B in the UGC 7 point scale. Minimum Experience: 15 years in post (s) with AGP of Rs.7, 000/- or its equivalent grade and above OR 8 years with AGP of Rs. 8,000/- or its equivalent grade and above, with considerable experience in administration of institutions of higher education/research, OR 15 years of administrative experience, of which 8 years should be with GP of Rs. 7,600/- or above in the post of Deputy Registrar or an equivalent post. Age limit: Preferably below 55 years as on last date of submitting application.
2.	Deputy Registrar Vacancy : 01 (UR) Minimum pay: Rs. 21,900/- in PB-3(Rs. 15,600-39,100/-) plus GP of Rs.7, 600/- (with HRA, TA and DA as presently applicable, the gross adds up to Rs. 62,144/- p.m.) After 5 years PB-4 with GP of Rs. 8,700/-.	Minimum Qualification: Postgraduate degree with at least 55% marks* or its equivalent grade of B in the UGC 7 point scale. Minimum Experience: 09 years, in post(s) in PB-3 with AGP of 6000/- or its equivalent grade and above with experience in academic and general administration OR Comparable administrative experience in research establishment and/or other institutions of higher education OR 5 years of administrative experience as Assistant Registrar in PB-3 and GP of Rs.5, 400/- or in an equivalent post. Age limit: Preferably below 48 years as on last date of submitting application.
3.	Assistant Registrar Vacancy : 02(UR1+ SC 1)) Minimum pay: Rs. 15,600/-in PB-3 (Rs. 15,600-39100/-) with GP of Rs. 5,400/- (with HRA, TA and DA as presently applicable, the gross adds up to Rs. 45,824/-p.m.)	Minimum Qualification: Postgraduate degree with at least 55% marks* or its equivalent grade. Minimum Experience: 08 years of which at least 03 years of work experience in a senior supervisory capacity in several areas of accounts/audit/general administration/finance/legal matters/academic and examination affairs in institution of higher learning or in comparable private organizations. Age limit: 45 years as on last date of submitting application.
4.	Senior System Analyst Vacancy : 01(UR) Minimum pay: Rs.18, 750/- in PB-3(Rs. 15,600-39100/-) plus GP of Rs. 6,600/- (with	Minimum Qualification & Experience: M. Tech+ 4 years relevant experience OR B. Tech. +6 years relevant experience OR MCA/M.Sc. +8 years relevant experience. Desirable Qualification & Experience:

	HRA, TA and DA as presently applicable, the gross adds up to Rs. 54,176/-p.m.).	Degree in Computer Science & Engineering preferred. Expertise in Unix, Linux, Windows, Networking, RDBMS, Mail & Web Services, High Performance Computing. Experience of System/Database/Network analysis, development and administration is desirable. Age limit: 45 years as on last date of submitting application.
5.	System Analyst/Scientist B Vacancy : 01(UR) Minimum pay: Rs. 15,600/-in PB-3 (Rs. 15,600-39100/-) with GP of Rs. 5,400/- (with HRA, TA and DA as presently applicable, the gross adds up to Rs. 45,824/-p.m.)	Minimum Qualification & Experience: M. Tech + 2 years relevant experience OR B. Tech. +4 years relevant experience OR MCA/ M. Sc. +6 years relevant experience. Desirable Qualification & Experience: Degree in Computer Science & Engineering preferred. Expertise in Unix, Linux, Windows, Networking, RDBMS, Mail & Web Services, High Performance Computing. Experience of System/Database/Network analysis, development and administration. Expertise in the system administration in Unix/ Linux, RDBMS, experience of system analysis/ design, good command on Java, JSP is desirable. Age limit: 40 years as on last date of submitting application.
6.	Physical Training Instructor Vacancy : 02(UR) Minimum pay: Rs. 9,300/- in PB-2 (Rs. 9,300-34,800/-) plus GP of Rs. 4,200/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 28,672/- p. m.)	Minimum Qualification& Experience: Bachelor's Degree in Physical Education with Diploma in Coaching from NIS Patiala +4 years relevant coaching experience, post Bachelor's Degree OR Master's degree in Physical Education (two years course) +4 years relevant coaching experience, post Master's Degree. Desirable: (i) At least two years experience in coaching Football/Basketball/ Badminton/ Lawn-Tennis /Cricket/ Table Tennis/ Squash /Athletics. (ii) Representation at district/ state or national level in any of these above fields. Age limit: 35 years as on last date of submitting application.
7.	Junior Superintendent Vacancy : 04(SC1+OBC1+UR 2) Minimum pay : Rs. 9,300/- in PB-2 (Rs. 9,300-34,800/-) plus GP of Rs. 4,200/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 28,672/- p.m)	Minimum Qualification & Experience: (i) Master's Degree with one year of relevant experience OR Bachelor's Degree with three years of relevant experience. (ii) Knowledge of Office Management, computer Office Application and Secretarial practice. Age limit: 32 years as on last date of submitting application.
8.	Junior Technical Superintendent Vacancy : 06(SC1+OBC2+ UR 3) Minimum pay : Rs. 9,300/- in PB-2 (Rs. 9,300-34,800/-) plus GP of Rs. 4,200/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 28,672/- p.m)	Minimum Qualification: B. E. /B. Tech in Electrical/Electronics/Chemical/Civil Mechanical/Computer Science / material science, biotech or any other relevant discipline OR M.Sc. in Computer Science/Physics/Chemistry/Bio-Science OR MCA. Minimum Experience: 02 years of relevant work experience. Desirable: Experience in the laboratories of reputed Engineering/Technical Institutions of National Importance and working knowledge in computer application, electronic instruments, repairing and maintenance of sophisticated instruments.

		Age limit: 32 years as on last date of submitting application.
9.	Junior Accounts Officer Vacancy : 02(OBC 1+ UR 1) Minimum pay : Rs. 9300/- in PB-2 (Rs. 9,300-34,800/-) plus GP of Rs. 4200/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 28,672/- p.m)	Minimum Qualification & Experience : (i) Master's degree in commerce or equivalent with one year experience in computerized accounting OR Bachelor's degree in commerce/equivalent degree with three years experience in computerized accounting. (ii) Knowledge of current versions of Tally & use of other accounting softwares. Age limit: 32 years as on last date of submitting application.
10.	Staff Nurse Vacancy : 01 (UR) Minimum pay : Rs. 9300/- in PB-2 (Rs. 9,300-34,800/-) plus GP of Rs. 4200/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 28,672/- p.m)	Minimum Qualification: Intermediate OR 10 + 2 OR Equivalent and must have passed the course prescribed by the Nursing Council with 3 years programme in General Nursing and Midwifery must be registered with Indian Nursing Council / State Nursing Council. Minimum Experience: 02 years nursing experience in a hospital recognized by the Central or State Nursing Council or at a medical dispensary of any Government institution. Age limit: 32 years as on last date of submitting application.
11.	Senior Library Information Assistant Vacancy : 02 (UR 1 + OBC 1) Minimum pay : Rs. 9300/- in PB-2 (Rs. 9,300-34,800/-) plus GP of Rs. 4200/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 28,672/- p.m)	Minimum Qualification: Bachelors' degree or equivalent diploma in Library Science of a recognized University/Institute after graduation. Minimum Experience: 02 years experience in Library/computerization of library, or one year certificate course in computer Application or equivalent from a recognized Institutions. Age limit: 32 years as on last date of submitting application.
12.	Junior Accountant Vacancy : 04(OBC 1+UR 2+SC1) Minimum pay : Rs. 7,510/- in PB-1(Rs. 5,200-20,200/-) plus GP of Rs. 2,400/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 21,779/-p.m)	Minimum Qualification: B.Com or equivalent degree and knowledge of Tally. Minimum Experience: 02 years of relevant experience in use of accounting software. Age limit: 27 years as on last date of submitting application.
13.	Junior Laboratory Assistant Vacancy: 02(UR 2) Minimum pay : Rs. 6,460/- in PB-1(Rs. 5,200-20,200/-) plus GP of Rs. 2,000/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 17,275/-p.m)	Minimum Qualification & Experience: B.Sc. with major in Physics/Bio-Sciences and 01 year work experience in a laboratory /research programme. Good knowledge of Computer utilization. Age limit: 27 years as on last date of submitting application.
14.	Junior Assistant Vacancy : 07(SC1+OBC 2+UR 3+ST 1)	Minimum Qualification: Bachelor's degree in any discipline. Minimum Experience: 02 years in computer office

<p>Minimum pay: Rs. 6,460/- in PB-1(5200-20200) plus GP of Rs. 2,000/-(with HRA, TA and DA as presently applicable, the gross adds up to Rs. 17,275/- p.m.)</p>	<p>applications. Age limit: 27 years as on last date of submitting application.</p>
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* **Relaxation of qualification for Reserved Category candidates as per GOI rules. Also for Candidates already serving in relevant position with Universities or IITs for post at S.No.1, 2 & 3, the minimum requirement shall be 50% marks in qualifying examination.**

Note:

- (i) Though all the above mentioned posts form parts of regular vacancies, appointment to the posts no. 1 & 2 can also be made on Deputation or Contract basis. In case of deputation, benefits will be given as per GoI norms.
- (ii) The Institute reserves the right to relax the specifications with respect to qualification/ experience/age limit in exceptional cases or in cases of persons already holding analogous position in a Govt./University/Research Inst. /Industry.
- (iii) Higher Initial pay may be considered for deserving candidates.
- (iv) Selection Committee reserves the right not to select any candidate for a post.
- (v) For the appointee to the position of Registrar, the Board of Governors of the Institute, in the Institute's interest, may decide at its discretion to assign additional duties, besides the normal duties or altogether different/new from existing normal duties, without affecting the salary and other facilities that the incumbent would be getting at the time.

General Conditions:

1. Relaxation in age would be admissible as per Central Government Rules. Employees of IITs who are educationally qualified and otherwise eligible can be considered for the recruitment up to a maximum age of 50 years.
2. Persons employed in Govt. /Semi-Govt. organizations or Educational Institutions should apply through proper channel. However, they may send an advance copy.
3. **Application in prescribed form with full particulars together with a Demand Draft of Rs. 100/- (no application fee for SC/ST and physically handicapped and women candidates) drawn on a nationalized bank, in favour of 'IIT Gandhinagar Main Account', payable at Ahmedabad and self attested copies of certificates/testimonials of qualification, experience and caste (in case of OBC, latest non-creamy layer certificate is essential)/PH (authorized medical certificate), should reach Deputy Registrar (Admin.), IIT Gandhinagar, VGEC Campus, Chandkheda, Ahmedabad – 382424, on or before 21.01.2013.**
4. Candidates, who desire to apply for more than one post, must use separate forms for each application and additional Demand Draft.
5. Outstation candidates called for interview shall be reimbursed travel expenses from place of residence to Ahmedabad and back as per instructions in the call letter, on production of proof of booking.
6. No interim correspondence will be entertained. Canvassing in any form shall lead to automatic disqualification.
7. Fulfilling minimum qualification does not entail a call for interview. The applications received in response to the advertisement shall be scrutinized and only candidates shortlisted from valid applicants, on the basis of better qualification and quality of relevant experience, shall be called for presentation/interview. In case the number of short listed candidates is large, a written test may be conducted to further prune the list of candidates before the presentation/interview. The authorities reserve all rights, not to call an applicant for interview, without assigning any reason.

Deputy Registrar (Admin.)