



# NATIONAL INSTITUTE OF TECHNOLOGY, WARANGAL

## **FILLING UP OF POSTS ON DEPUTATION/SHORT TERM CONTRACT BASIS**

National Institute of Technology, Warangal (NITW), an Institute of National importance under the Ministry of Human Resource Development (MHRD), is looking for suitable persons for the following positions:

<b>Name of the Post</b>	<b>No. of Posts</b>	<b>Pay Band &amp; Grad Pay</b>
1. Superintending Engineer	01	37400-67000+GP 8700
2. Executive Engineer	01	15600-39100+GP 7600
3. Assistant Engineer (Civil)	03	9300-34800+GP 4200
4. Assistant Engineer (Electrical)	01	9300-34800+GP 4200
5. Deputy Registrar	02	15600-39100+GP 7600
6. Assistant Registrar	03	15600-39100+GP 5400

The General terms and conditions are as follows:

1. Apart from basic pay as mentioned above, the posts carry Dearness Allowance, HRA, and Travel Allowance etc. at the rates applicable for Central Government employees from time to time.
2. The period of deputation/short-term contract is expected to be for two years. However, the Director reserves the right to extend or reduce the period of deputation.
3. The necessary qualifications for the above mentioned posts are as follows:

<b>S.No.</b>	<b>Designation</b>	<b>Qualifications</b>	<b>Experience</b>
1.	Superintending Engineer	B.Tech. in Civil/ Electrical/Mechanical or equivalent from a recognized university	At least 15 years experience with 7 years as Executive Engineer in construction, maintenance and familiarity with contract clauses of CPWD
2.	Executive Engineer	B.Tech. in Civil Engg. or equivalent	At least 8 years experience in construction, maintenance and familiarity with contract clauses of CPWD
3.	Assistant Engineer(Civil)	B.Tech. in Civil Engg. or equivalent from a recognized university	At least 6 years experience in construction, maintenance and familiarity with contract clauses of CPWD
4.	Assistant Engineer (Electrical)	B.Tech. in Electrical Engineering or equivalent from a recognised university	Minimum 6 years experience in construction and maintenance of electrical works and familiarity with contract clauses of CPWD



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5.	Deputy Registrar	Masters Degree with atleast 55% of marks or its equivalent grade.	<p>9 years administrative experience with 5 years of supervisory experience with Grade Pay of Rs. 6000 or above or in an equivalent post preferable in educational administration.</p> <p><b>OR</b></p> <p>Comparable experience in research establishment and/ or other institutions of Higher Learning.</p> <p><b>OR</b></p> <p>5 years of administrative experience as Asst. Registrar or in an equivalent post.</p> <p><u>Other desirable experience:</u></p> <ol style="list-style-type: none"><li>1) Finance &amp; Accounting</li><li>2) Administration &amp; Establishment</li><li>3) Academic &amp; Examinations</li><li>4) Internal Audit</li><li>5) Stores &amp; Purchase</li></ol>
6.	Assistant Registrar	Masters Degree with atleast 55% of marks or its equivalent grade.	<p>5 years of supervisory experience</p> <p><b>OR</b></p> <p>A Bachelors Degree with 8 years of supervisory experience. At least 5 years of the experience should be in a Govt./Semi Govt./PSUs/Autonomous Organization/Educational Institutions of Higher Learning.</p> <p><u>Other desirable experience:</u></p> <ol style="list-style-type: none"><li>1) Finance &amp; Accounting</li><li>2) Administration &amp; Establishment</li><li>3) Academic &amp; Examinations</li><li>4) Internal Audit</li><li>5) Stores &amp; Purchase</li></ol>



## **NATIONAL INSTITUTE OF TECHNOLOGY, WARANGAL**

### **For the posts of Deputy Registrar and Assistant Registrar**

Candidates should have leadership qualities and requisite experience in one or more of the following areas: Accounting, Auditing and Financial procedures **OR** Administrative matters including Legal, Recruitment, Establishment **OR** Academic matters such as conduct of Examinations, Maintenance of students records, Award of scholarships, Degree, etc. **OR** Materials Management, Procurement/Distribution of materials, Import procedure/Stores accounting, Stock verification, Contract Service, Estate etc. providing administrative support to the Director and the Registrar of the Institute. Practical experience of using relevant software in related area is desirable.

The candidate should have a sound knowledge of the Rules of the Government of India relevant to an academic institution. Knowledge of Office Management, Personnel, Finance and Accounts/Purchase and Stores/Computer Application & Office Automation / dealing in Legal Cases and RTI Matters/General administration/Academic and Examination will be preferable. Familiarity with work related to research establishment and / or other institutions of higher education.

**Applications** can be submitted on a plain paper with the following particulars:

1. Name :
2. Present Designation :
3. Date of Birth :
4. Address, Phone Number and Email ID :
5. Educational qualifications :
6. Details of Employment :
7. Details of present pay  
(Basic Pay, Grade Pay & Other allowances) :
8. Any other relevant information :

The photocopies of all the relevant documents in support of age, educational qualifications, experience, etc. are to be submitted along with the application. Applications should be routed through proper channel. Applications along with all the relevant documents should reach the **Registrar, National Institute of Technology, Warangal – 506004 by 26<sup>th</sup> March, 2012.**