



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर
हमीरपुर- 177 005 (हिमाचल प्रदेश), भारत

National Institute of Technology Hamirpur
Hamirpur- 177 005 (Himachal Pradesh), India

Advertisement No. 08/2018, Dated 09/08/2018

Recruitment for the post of Registrar

Applications are invited from the eligible Indian Nationals for the post of **Registrar** to be filled on deputation (including short term contract) basis in this Institute. For further details please visit the Institute website <http://www.nith.ac.in>. The last date for submission of application is **15th September, 2018 upto 05.30 P.M.**

[Signature]
9/8/18
DIRECTOR

NIT/HMR/Admn.²⁹⁹/2018 8350-66

Dated: 9-8-2018

Copy to:-

1. PS to Director for kind information of Director please.
2. Heads of various Departments/Centres of NIT Hamirpur, for information please.
3. FI (Purchase), NIT Hamirpur, for wide publicity in the News Papers namely "The Times of India (All India Editions)", "The Tribune (All India Editions)" and "Amar Ujala / Dainik Jagran" immediately.
- ✓ 4. The Faculty In-charge, Computer Centre, NIT Hamirpur, for displaying the advertisement on institute website and NCS portal immediately

[Signature]
9/8/18
DIRECTOR,
NIT, HAMIPRUR.

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राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर
हमीरपुर (हि.प्र.) – 177 005 (भारत)
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR
HAMIRPUR (H.P.) - 177 005 (INDIA)

(An Institute of National Importance under Ministry of HRD)

{Office of the Director}

[Advertisement No.: 08/2018, Date: 14th August, 2018]

Recruitment Rules for the Post of Registrar

(As per notification No. F33-2/2012-TS. III, dated 20th December, 2017)

1.	Name of the post	Registrar
2.	Number of posts	01
3.	Classification	Group-A
4.	Scale of Pay (Grade Pay, Band Pay)	PB 4 (₹ 37400-67000) with Grade Pay ₹ 10000/- (Un-revised) (Level-14 as per 7 th CPC)
5.	Method of Recruitment:	Deputation (including short term contract) for a period of 5 years or till attaining the age of 62 year's whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.
6.	Qualification, Experience and other Requirements	Deputation (including short term contract): Officers under the Central/State Governments/Universities/ Recognized Research Institutes or Institute of National Importance or Govt. Laboratory or PSU:- i) holding analogous post or ii) a) With at least 3 years' service in posts in PB-4 with GP ₹ 8700/- as per VI Central Pay Commission or its equivalent, b) Educational qualification and Experience. Essential: Masters' degree with at least 55% Marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute. Experience: (i) At least 15 year's experience as Assistant Professor in the AGP of ₹ 7000/- and above 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 (ii) Comparable experience in research establishment and/or other institutions of higher education, or (iii) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar (of which 3 years in the GP of ₹ 8700/-) or equivalent. Desirable: (i) Qualification in area of Management / Engineering / Law. (ii) Experience in computerized administration/ legal / financial/ establishment matters.

GENERAL INSTRUCTIONS AND INFORMATION

1. Candidates should satisfy themselves before applying that they possess the qualification and experience etc. laid down in the advertisement.
2. The applicant will be responsible for the authenticity of submitted information/documents and photograph. It is the responsibility of the candidate to assess his/her own eligibility to the post(s) for which he/she is appearing in accordance with the advertisement, if it is detected at any time in future, during the process of selection or even after appointment that the candidate was not eligible as per the prescribed RRs which could not be detected at the time of selection for whatever reason; his/her candidature/appointment shall be liable to be cancelled/terminated immediately.
3. Mere possession of the prescribed qualification and experience does not ensure that the candidate would be called for presentation and/or interview.
4. **Application Fee:** All applications must be accompanied by a **non refundable processing fee of ₹ 1000/- except SC/ST/PWD and Women Candidates.**

Guide-lines for payment of Processing Fee through State Bank Collect

Go to : www.onlinesbi.com
Select Option : State Bank of India
Click on Accept the Terms and Conditions and then proceed
Select State of Corporate/Institution : Himachal Pradesh
Select Type of Corporate/Institution : Educational Institutions
Click on : GO
Select Educational Institution Name : NIT Hamirpur
Click on Submit

Select Payment Category, fill your details and proceed to pay

Note: Print out the receipt of payment and attach with the Application form.

5. The candidates, who have applied earlier, in response to the previous Advertisement No.14/2015, Dated 07.12.2015 **need to apply afresh as per new format**, however they are exempted from fee subject to production of proof for the same.
6. Age relaxation as per Government of India rules will be applicable for deputation.
7. Age relaxation for candidates belonging to the different categories will be made as per Government of India rules.
8. Prescribed Application form (Word Document) is available on the Institute website <http://www.nith.ac.in>. No other format of application form will be entertained.
9. Additional sheets may be attached, wherever the space allocated is insufficient.
10. The application form duly completed in all respect along-with the necessary supporting attested copies of degrees/certificates/documents should reach in the office of **"The Director, National Institute of Technology, Hamirpur (HP), PIN-177005"** on or before **15th September, 2018 by 05.00 PM.**
11. The applications received after the due date will not be considered and rejected straight way.
12. Application forms received without supporting copies of degrees/certificates/ documents will be summarily rejected.
13. The Institute reserves the right to restrict the number of candidates for presentation and/or interview to a reasonable limit, on the basis of qualifications and experience, higher than those prescribed in this advertisement.
14. All the future correspondence regarding the date of presentation and/or interview shall be uploaded on Institute website (www.nith.ac.in) only. It shall be the responsibility of the candidates to monitor the same.
15. The list of short listed candidates will be displayed on the Institute website.
16. All qualifications, experience and age limit will be considered as on the closing date, i.e. the last date of receipt of application form.
17. Persons serving in Government and Semi-Government organizations must send their applications complete in all respect through proper channel by speed post or Registered post.

- However, an advance copy of the same may be submitted before last date of receipt of application. They are required to submit NOC at the time of appearing for interview.
18. Original Degrees/Certificates/ documents will have to be produced at the time of presentation and/or interview for verification.
 19. The Institute reserves the right not to fill the post advertised and rejecting any or all the applications without assigning any reason thereof.
 20. No T.A./D.A. shall be paid for attending the presentation and/or interview.
 21. No correspondence whatsoever will be entertained from the candidates regarding conduct and result of interview and reasons for not being called for interview or selection.
 22. Canvassing in any form and/or bringing any influence of any form will be treated as disqualification for the post applied.
 23. The Caste/Tribe/Community certificates in the proforma prescribed and issued by any of the authorities stated in the OM No. 36012/6/88-Estt. (SCT) dated 24.4.1990 and O.M. No. 36012/22/93-Estt. (Res.) dated 15.11.1993 will only be accepted as sufficient proof in support of a candidate's claim to belong to Schedule Caste/ Schedule Tribe/ Other Backward Class.
Relevant Caste/Tribe/Community certificates are required to be submitted with duly completed application form. No other certificate will be accepted as a sufficient proof.
The caste of the candidate must be in the state-wise central list of SCs given at <http://socialjustice.nic.in/UserView/PrintUserView?mid=76750> or <http://socialjustice.nic.in/UserView/index?mid=76750>
The caste of the candidate must be in the state-wise central list of STs given at <https://tribal.nic.in/ST/LatestListofScheduledtribes.pdf>
 24. **OBC certificate issued on or after 1st April, 2018 shall only be considered for reservation under OBC (Non-Creamy Layer) category.** The certificate should clearly mention that the candidate belongs to non-creamy layer and the caste of the candidate must be in the state-wise central list of OBCs given at http://www.ncbc.nic.in/User_Panel/CentralListStateView.aspx .
 25. The persons with disability (PWD) shall be required to submit the Disability/Medical Certificate in the proforma prescribed and issued by the competent medical authorities for the purpose of employment as per Government of India norms with duly completed application form. Persons suffering from not less than 40% of the disability shall only be eligible for the benefit of reservation under this category. The certificate will be rejected if the disability is less than 40%.
 26. **Original documents along with one set of self-attested copies will have to be produced at the time of presentation and/or interview for verification.**
 27. In the event of selection, the appointment letter will be issued only after getting the vigilance & integrity clearance certificate from the concerned competent authority.
 28. In case of any advertent mistake in the process of selection; which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/cancel/withdraw any communication made to the candidate (s).
 29. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Hon'ble High Court of Judicature at Shimla.

REQUIREMENT OF DOCUMENTS/CERTIFICATES/DEGREES

Self-attested copies of the following Documents/ Certificates/Degrees are required to be attached with printout of the duly filled **Application Form** and receipt/ proof of Application Fee deposited, failing which the application would be summarily rejected.

- a. Matriculation/10th Standard/ Secondary or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating date of Birth will be considered in support of their claim of age. Where date of birth is not available in certificate/mark sheets,

issued by the concerned Educational Boards then School leaving certificate indicating date of Birth will be considered.

- b. Higher Secondary / Class XII (or equivalent) board marks sheet.
- c. Degree certificate along with mark sheets pertaining to all the academic years as proof of educational qualification claimed. In the absence of a particular Degree certificate, mark sheets of the Degree program will be accepted.
- d. The relevant Caste/Tribe/Community certificate issued by competent authority.
- e. The Disability / Medical certificate issued by competent medical authority.
- f. Photo identity card [issued by govt. agency/last attended Institution/University]
- g. No objection certificate to be furnished by the candidate who is already in employment, regular/temporary basis.

Dated 09.08.2018
Hamirpur, H. P., India


Director