



# राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर

हमीरपुर (हि.प्र.) – 177 005 (भारत)

[ भारत सरकार शिक्षा मंत्रालय के तहत एक राष्ट्रीय महत्व का संस्थान ]

**NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR**

**HAMIRPUR (H.P.) - 177 005 (INDIA)**

[An Institute of National Importance under Ministry of Education (Shiksha Mantralaya)]

**{Office of the Registrar}**

**Advertisement No. 04 / 2022**

**(Recruitment to the post of Deputy Registrar(on Deputation) and Assistant Engineer, Civil (on Deputation)**

National Institute of Technology Hamirpur, a Central Funded Technical Institution of National Importance under Ministry of Education (MoE) re- invites applications from the eligible Indian Nationals in the prescribed format for filling up the following Non-Teaching posts on Deputation basis

Sr. No	Name of post	Pay Level	Mode of recruitment	No. of post	Tenure/ Duration
1	Deputy Registrar  Specialization :- Finance & Accounts	Level-12 in 7 <sup>th</sup> CPC (PB-3, Rs.15600-39100 with Grade Pay 7600)	Deputation (including Short Term contract)	01	Not more than 03 years
2	Assistant Engineer –  Specialization :- (Civil)	Level-7 in 7 <sup>th</sup> CPC (PB-2, Rs.9300- 34800 with Grade Pay 4600)	Deputation (including Short Term contract)	01	Initially for a period of 3 years with provision of extension based on Gol norms, need of the Institute & satisfactory performance

The candidates who had applied earlier against Advertisement No. 02/2022 dated 01.06.2022 and subsequent extension No. NIT/HMR/Est/DR-439/2022/6435-85 dated 05.07.2022 need not to apply again. However, they may update their applications, if necessary. For more details, please visit Institute website <http://www.nith.ac.in>.

**The last date of receiving applications through Offline is 21<sup>st</sup> September,2022 (till 5 PM).**

Endst. No. NIT/HMR/Admn./439/Voll-V/2022/ 8555-95

Copy to:

1. Director for kind information please.
2. Chairman (ACoNFAR) for information.
3. Registrar's of all IITs, NITs, IIITs, CFTIs, CUs and other reputed Institutions/Organizations for wide publicity.
4. The Secretary, HPSEB, Vidyut Bhawan, Shimla (H.P)
5. The Special Secretary(Finance)-cum-Director, Treasures, Accounts & Lotteries, HP, Shimla 171 009.
6. The Chief Engineer (Civil), CPWD, Sector-9, Chandigarh
7. The Secretary, HPPWD, Shimla -171002
8. All Dean / HODs / HOCs/ Branch Officers/ Ex. Engineer(C&MS)
9. Faculty Incharge (Purchase) for wide publicity in the News Papers by **6<sup>th</sup> September,2022** positively.
10. Faculty Incharge (Computer Centre), for displaying the Advertisement on Institute Website and NCS portal immediately..
11. Assistant Registrar (Accounts & Finance) for information.

REGISTRAR

Dated: 21/9/2022

REGISTRAR

**Eligibility Criteria for the post(s) :-**

The educational qualification(s) and other required information for referring the mode of appointments, educational qualification, experience, age limit etc. shall be as per Recruitment Rules-2019, annexed below as Annexure I & II.

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

Sl.No.	Particular	Criteria
✓ 1.	Name of the Post	Deputy 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.15600-39100/-) with Grade Pay of Rs.7600/-. After five years of service as Deputy Registrar with Grade Pay of Rs.7600/- an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher grade in PB-4 (Rs.37400 - 67000/-) with Grade Pay of Rs.8700/- and re-designated as Joint Registrar (personal to the incumbent).
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	Not exceeding 50 years
7.	Educational and other qualifications required for direct recruits	<p><b><u>Essential:</u></b></p> <p><b><u>Educational Qualification:</u></b> 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><b><u>Experience:</u></b></p> <p>i) 9 years experience of Assistant Professor in the AGP of Rs.6000/- and above with 3 years of experience in educational administration, or ii) Comparable experience in research establishment and/ or other institutions of higher education, or iii) 5 years of administrative experience as Assistant Registrar in the Grade Pay of Rs.5400/- or equivalent post.</p> <p><b><u>Desirable:</u></b></p> <p>i) Qualification in area of Management / Engineering /Law. ii) Experience of working in E-Office system. iii) A Chartered or Cost Accountant degree or diploma for the post of Deputy Registrar (Finance &amp; Accounts) or Deputy Registrar (Internal Audit).</p>

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 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% on promotion failing which by deputation (including Short Term contract)
11.	In case of recruitment by promotion / deputation, grades from which promotion / deputation to be made	<u>Promotion:</u> Assistant Registrar with a regular service at least 10 years, with at least 5 years with GP of Rs.6600/- and working performance record (APAR).  ✓ <u>Deputation (including Short Term Contract):</u> Officers from the Central/ State Government or Institute of national importance or Universities / University level Institution or PSU / Industry: a) i) holding analogous post or ii) 10 years of administrative experience at the level of Assistant Registrar in the Grade Pay of Rs.5400/- or in the combination of Grade Pay of Rs.5400/- or Rs.6600/- or its 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 Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

K. Raju

**Recruitment Rules (2019) for the post of ASSISTANT ENGINEER / ~~SENIOR SAS ASSISTANT / SENIOR LIBRARY AND INFORMATION ASSISTANT~~ in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Assistant Engineer / <del>Senior SAS Assistant / Senior Library and Information Assistant</del>
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - B
4.	Scale of Pay (Grade Pay, Band Pay)	PB : 2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.4600/-
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	Not applicable
7.	Educational and other qualifications required for direct recruits	Not applicable
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	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	100% 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	<p><b>Promotion:</b> At least 5 years regular service as in PB-2 with GP Rs.4200/- as Jr. Engineer / SAS Assistant / Library Information Assistant (LIA) through DPC and working performance record (APAR), through prescribed test and interview.</p> <p><b>Deputation (including short term contract):</b> Officers under the Central / State Governments / Universities recognized Research Institutes or Institutes of national importance or Govt. laboratory or PSU:-</p> <p><b>Educational Qualification:</b> A. Junior Engineer</p>

K. B. J.

Sl.No.	Particular	Criteria
		<p>First Class B.E. / B.Tech. in Civil / Electrical Engineering from a recognized University or Institute. Or First Class Diploma in Civil / Electrical Engineering with excellent academic record</p> <p>X <b>B. SAS Assistant</b> (i) First Class Bachelor's Degree in Physical Education from a recognized University or Institution. (ii) Strong 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> <p>X <b>C. Library &amp; Information Assistant</b> First Class Bachelors Degree in Science /Arts/ Commerce from recognized University /Institute and Bachelor's Degree in Library and Information Science.</p> <p><b>Desirable (for C only):</b> Post Graduate Diploma in Library Automation and Networking, PGDCA or equivalent from a recognized Institution.</p> <p>✓ <b>Experience</b> i) holding analogous post; or ii) 5 years regular service with Grade Pay of Rs.4200/- as Jr. Engineer / SAS Assistant/ LIA or its equivalent post.</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

K. Rajan

### **General Terms and Conditions:**

1. The candidates should go through all the instructions & recruitment rules carefully and ensure that they fulfill all eligibility conditions. The candidature to any stage of the recruitment process will be provisional subject to satisfying the eligibility criteria for the post.
2. The candidates should carefully fill up all the details required in the application form as no correspondence regarding change of details will be entertained after the submission of application. If any of their claims is found to be incorrect, it will lead to the rejection of their candidature. Please visit Institute website [www.nith.ac.in](http://www.nith.ac.in) for further details.
3. For the post of **Deputy Registrar**, candidate should have experience in dealing with **Finance and Accounts** besides RRs and for the post of **Assistant Engineer** candidate should have experience and knowledge of **Civil Works**
4. The dully filled in application form along with all self-attested documents in support of candidature must reach in the Institute **on or before 21<sup>st</sup> September, 2022 (5.00 PM)**. The Institute shall not be responsible for any postal delay. Incomplete applications or the applications received after the last date of submission will be summarily rejected.
5. No TA/DA or local conveyance shall be paid to the applicants for attending the interview/interaction.
6. The envelope containing the application should be printed with " Application for the post of **Deputy Registrar /Assistant Engineer on deputation basis** (Strikeout which is not applicable) .
7. The applicant will be responsible for the authenticity of submitted information, other documents and photograph. Furnishing of any false information and/or suppression / concealment of facts shall lead to rejection/cancellation of application /selection/appointment.
8. The Institute reserves the right to withdraw any/all advertised post(s) at any time without assigning reason and also to fill or not to fill any or all the post(s) advertised. The Institute also reserve the right to increase/ decrease the number of post so advertised.
9. The Institute reserves the right to fix the short-listing criteria for the provisional selection of the eligible candidates to appear for Interview/interaction. The candidates having the desirable qualification and experience as per the Recruitment Rules-2019 of NITs will be given preference while screening/shortlisting of the applicants for selection.
10. Shortlisted candidates have to produce all the original documents at the time of interview/interaction for verification of candidature claimed in application form alongwith other required documents and **N.O.C and Vigilance Clearance** as per Annexure – I from their Employer.
11. The details regarding qualification and experience etc. are as per the recruitment rules for non-teaching staff of NITs notified by the Ministry of Education (MoE) vide letter no. F.35-5/2018-TS.III dated 04th April 2019. However, any modification in the recruitment rules notified by MoE will be applicable. The selection procedure will governed by the latest recruitment rules and O.Ms issued by MoE till the date of interview.
12. The maximum age limit to apply for the posts to be filled up on deputation basis shall be 56 years as per Gol norms.
13. Mere fulfillment of the required qualifications and experience etc., does not entitle a candidate to be called for interview/selection.

14. No correspondence whatsoever will be entertained from the candidates regarding conduct / non-conduct and reasons for not being called for interview or selection etc. However, the Institute may display the names of shortlisted candidate(s) on Institute website.
15. Canvassing in any form and/or bringing any influence of any form will be treated as disqualification for the post applied
16. In case of any advertent error in the process of shortlisting/selection; which may be detected at any stage even after the issue of appointment letter, the institute reserves the right to modify/cancel/withdraw all or any communication made to the candidate (s).
17. All the future correspondence regarding the date of interview/interaction shall be uploaded on Institute website ([www.nith.ac.in](http://www.nith.ac.in)) only. It shall be the responsibility of the candidate to monitor the same. Any corrigendum/addendum shall be published on Institute website and only selected candidates will be informed through Speed-Post / e-mail by the authority.
18. Any dispute with regard to the selection/recruitment process will be subject to Courts having jurisdiction over Himachal Pradesh.

**Additional Instructions for candidates applying on Deputation basis.**

1. Officers under the Central/State Governments/Universities/Recognized Research Institutes or Institute of National Importance or Govt. Laboratory or PSU are eligible must apply for the post(s) for appointment on Deputation (including Short Term Contract) may require to send their application through proper channel. However, they can send the advance copy of application with in the last date of receiving of application but are required to produce NOC as well as the Vigilance Clearance Certificate including other documents as per Annexure-I at the time of interview/interaction.
2. Any Vigilance/Disciplinary cases/Criminal cases should not be pending/ contemplated against the candidates and the candidates should not have been convicted by any Court of Law. In such cases, application shall not be considered.
3. The initial/maximum term of Deputation for the post of Deputy Registrar shall be for a period of 3 years. However, the deputation period for the post of Assistant Engineer can only be extended as per the rules prescribed for Central Government based upon need of the Institute subject to satisfactory performance and approval of Competent Authority.
4. The pay and conditions of deputation of the Officer selected will be regulated in accordance with the Department of Personnel & Training (DoPT), Govt. of India O.M. No.6/8/2009-Estt.(Pay-II) dated 17.06.2010, as amended from time to time and other instructions of the Ministry of Education, Govt. of India or Board of Governors of NIT Hamirpur issued in this regard from time to time. For the meaning of deputation and short term contract, the DoPT, Govt. of India O.M. No.AB.14017/13/2013-Estt.(RR) (1349) shall be taken into reference.
5. The review of performance of incumbents appointed on the post of Deputy Registrar/Assistant Engineer will be carried out annually by a Committee (to be constituted by the Director NIT Hamirpur) upon completion of one year of service of the incumbent.
6. The shortlisted candidates will be called for the interview/interaction on the basis of information furnished by them. The appointment will be solely subject to fulfillment of all the eligibility conditions for the advertised post.

All original documents will have to be produced at the time of interview/interaction for verification.

7. The decision of the Institute in all matters will be final. No correspondence, whatsoever, will be entertained from the candidates in connection with the process of selection/interview.
8. In case the last date of receiving the applications falls on a holiday, then the next working day (till 5 PM only) shall be treated as last day.

**How to apply:**

1. Application must be submitted in the prescribed formats (**Appendix-I**) for the post of Deputy Registrar and (**Appendix-II**) Assistant Engineer (Civil) (on Deputation basis) as available on the Institute Website. Candidates can download the same from the website [www.nith.ac.in](http://www.nith.ac.in).
2. The name of the post must be super-scribed "**Application for the post of Deputy Registrar (on Deputation) /Assistant Engineer(Civil) on Deputation basis (Strikeout which is not applicable)**" on the envelope without fail.
3. Application duly filled in all respects along with self-attested photocopies of certificates, passport size photograph should reach **21<sup>st</sup> September,2022 (till 5 PM)** by Speed Post/Registered Post/Courier to the following address super-scribing the envelope, position applied for:

**The Registrar  
National Institute of Technology , Hamirpur  
P.O- Anu, Hamirpur  
Himachal Pradesh – 177005**

4. Applications received after the last date due to Postal delay or any other reasons will not be considered.

*skel*  
*02.9.22*  
**REGISTRAR  
NIT HAMIRPUR(H.P)**