



विश्वेश्वरय्या राष्ट्रीय प्रौद्योगिकी संस्थान, नागपूर - 440010 (भारत)

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR - 440 010 (INDIA)

Phone: 0712-2222828, 2224123, Fax: 91-712-2223230

Website: <http://www.vnit.ac.in>

**Details of Advertisement No: Admn./Adv-01/2016 regarding recruitment of Officers at VNIT, NAGPUR.**

**Last date for receipt of prescribed application form complete in all respect: 4th February 2016**

### 1.0 Type of Post and details.

Applications in the **prescribed form** (To be downloaded from [www.vnit.ac.in](http://www.vnit.ac.in)) duly filled in are invited from the Indian Nationals for the following posts:-

Officers			
Post Code	Name of the post	Pay Band and Grade Pay	Number of vacancies
O-1	Registrar	PB-4+GP Rs.10000	1

			SC	ST	OBC	UR	Total
O-2	Librarian	PB-4+GP Rs.10000				1	1
O-3	Dy. Librarian	PB-3+GP Rs.8000	1	-	-	-	1
O-4	Assist. Librarian	PB-3+GP Rs.6000	-	-	1	-	1
O-5	Principal Scientific/Technical Officer	PB-3+GP Rs.7600	-	-	1	-	1
O-6	Scientific/Technical Officer	PB-3+GP Rs.5400	-	1	1	3	5
O-7	Sr. Medical Officer	PB-3+GP Rs.7600	-	-	-	1	1
O-8	Medical Officer	PB-3+GP Rs.5400	1	-	-	-	1
O-9	Deputy Registrar	PB-3+GP Rs.7600	-	-	-	1	1
O-10	Assistant Registrar ( One post for finance &accounts)	PB-3+GP Rs.5400	-	-	1	1	2
O-11	Students Activity & Sports(SAS)Officer	PB-3+GP Rs.6000	-	-	-	1	1

SC-Scheduled Caste, ST- Scheduled Tribe, OBC -Other Backward Class (Non Creamy Layer) and UR-Unreserved.

The post for PWD candidates are reserved as per GOI norms.

Position of reservation is approved by Special Cell(SC,ST,OBC,PWD) in terms Govt. of India policy on reservation norms considering existing reserve category strength based on roster.



## 2.0 Officers – Educational and Other Qualifications

Post Code	Name of the post	Educational and Other qualification required for the post
O-1.	<b>Registrar</b>  <b>Pay Band:</b> PB –4 (Rs.37400 – Rs.67000) with Grade Pay of Rs.10000/-	<b>Essentials:</b> Masters degree in any discipline with at least 55% marks or its equivalent grade 'B' in the UGC 7 points scale from the recognized University / Institute. <b>Experience:</b> i) Atleast 15 years' experience as Assistant Professor in the AGP of Rs.7000/- and above or with 8 years of service in the AGP of Rs.8000/- and above including as Associate Professor along with 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 or equivalent. <b>Desirable</b> i) Qualification in area of Management / Engineering / Law. ii) Experience in handling computerized administration / Legal/ Financial/ Establishment matters. <b>Age Limit:</b> Preferably below 57 Years. <b>Tenure of Post:</b> up to 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India. Officers under central/state Govt./ universities/ research institute or institute of national importance or govt. laboratories or public sector units can also apply if they satisfy following additional requirements. i) Holding analogous post or ii) With at least three years regular service in the post with GP of Rs.8700/- as per 6th Central Pay Commission or equivalent.
O-2.	<b>Librarian</b>  <b>Pay Band:</b> PB –4 (Rs.37400 – Rs.67000) with Grade Pay of Rs.10000/-	<b>Essential:</b> (i) Master's Degree in Library Science / Information Science / documentation with CGPA of 6.5 in 10 point scale or at least 60% marks or its equivalent grade of 'B' in the UGC seven point scale and consistently good academic record set out in these Regulations.  (ii) At least ten years as a Deputy Librarian in the Library of a technical university, educational institute



		<p>of national importance, or any other large technical library at least five years being spent on a post with GP of Rs.8700/- or an equivalent post.</p> <p>(iii) Evidence of innovative library service and organization of published work.</p> <p><b>Age Limit:</b> Preferably below 55 years</p> <p><b>Period of Probation:</b> 1 year</p> <p>Officers under central/state Govt./universities/ or institute of national importance or university level institution or public sector units/industry can also apply if they satisfy following additional requirements.</p> <p>i) Holding analogous post or</p> <p>ii) With at least five years regular service in the post with GP of Rs.9000/- as per 6th Central Pay Commission or equivalent having experience in administration, establishment and accounts matter.</p>
O-3	<p><b>Deputy Librarian</b></p> <p><b>Pay Band:</b> PB – 3 (Rs.15,600 – Rs.39,100/-) with GP of Rs.8000/-.</p>	<p><b>Essential:</b></p> <p>(i) Master's Degree in Library Science/ Information Science / Documentation with CGPA of 6.5 in 10 point scale or at least 60% of the marks or its equivalent grade of 'B' in the UGC seven point scale and a consistently good academic record.</p> <p>(ii) Ten years experience as an Assistant University Librarian out of which at least 5 years to be in a post with GP of Rs.7000/- or an equivalent post.</p> <p>(iii) Evidence of innovative Library Service and organization of published work and professional commitment, computerization of library.</p> <p>Officers under central/state Govt./universities/ or institute of national importance or university level institution or public sector units can also apply if they satisfy following additional requirements.</p> <p>i) holding analogous post or</p> <p>ii) With at least 5 years' service in posts in the GP of Rs.6600/- as per Central Pay Commission or its equivalent and having experience in administration, establishment and accounts matters.</p> <p><b>Age Limit:</b> Preferably below 45 years; age bar relaxed for employees of NIT serving as Assistant Librarian.</p> <p><b>Period of Probation:</b> 1 year</p>
O-4	<b>Assistant Librarian</b>	<p><b>Essential:</b></p> <p>(i) Master's Degree in Library Science /</p>





	<p><b><u>Pay Band:</u></b> PB – 3 (Rs.15,600-39,100/-) with GP of Rs.6000/-.</p>	<p>Information Science /Documentation Science or an equivalent professional degree with CGPA of 6.5 in 10 point scale or at least 60% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with superior knowledge of computerized library service.</p> <p>(ii)Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>(iii)However, candidates, who are or have been awarded Ph.D. degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree). Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET / SLET / SET for recruitment and appointment as Assistant Librarian.</p> <p><b><u>Desirable:</u></b> PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p> <p><b><u>Age limit:</u></b> Not exceeding 35 years; age bar not applicable to employees of NIT serving as Library and Information Assistant (Selection Grade-II) for at least 6 years with GP of Rs.4800/- Officers under central/state Govt./universities/ or institute of national importance or university level institution or public sector units can also apply if they satisfy following additional requirements. i) holding analogous post.</p> <p><b><u>Period of Probation:</u></b> 2 year</p>
O-5	<p><b>Principal Scientific/Technical Officer</b></p> <p><b><u>Pay Band:</u></b> PB – 3 (Rs. 15,600-39,100/-) with Grade Pay of Rs.7600/-</p>	<p><b><u>Essential:</u></b> i) B.E. / B.Tech. or M.Sc. / MCA Degree in relevant field with first class or equivalent grade (6.5 in 10 point scale or 60% marks) and consistently excellent academic record.</p> <p><b><u>Experience:</u></b> 20 years industrial research, ICT or other relevant experience of which at least 5 years should be at the level of Senior Scientific / Technical Officer or equivalent with GP Rs. 6600/-</p> <p><b><u>Age limit:</u></b> Not exceeding 45 years. Officers from the Central / State Governments or Institute of National importance or Universities / University level Institution or PSU following additional requirements: i) holding analogous post or ii) With at least 5 years service in posts with GP of</p>



		6600/- as per 6 <sup>th</sup> Central Pay Commission or its equivalent <b>Period of probation-2 years</b>
O-6	<b>Scientific/Technical Officer</b> PB-3 (Rs.15,600-39,100/-) with Grade Pay of Rs.5400/-.	<p><b>Essential:</b></p> <p>i) B.E. / B.Tech. or M.Sc. / M.C.A Degree in relevant field with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record. <b>or</b></p> <p>ii) Employees of the Institute serving as Technical Asstt.(Selection Gr. I) for at least 6 years (Grade Pay Rs. 4800/-) or higher in the Institute (Age bar not applicable; No relaxation in qualification or academic standards.)</p> <p><b>Desirable:</b></p> <p>Work experience in relevant field, e.g. maintenance of Scientific equipment, system administration, software development, fabrication and support to research. Officers from the Central / State Governments or Institute of National importance or Universities / Statutory or autonomous organizations or University level Institution or PSU holding analogous post and possessing above educational qualifications and experience can also apply.</p> <p><b>Age limit:</b> Not exceeding 35 years.</p> <p><b>Period of probation-2 years</b></p>
O-7	<b>Senior Medical Officer</b>  <b>Pay Band:</b> PB -3 (Rs.15600 – Rs.39100) with Grade Pay of Rs.7600/- + NPA as per rules.	<p><b>Essential:</b></p> <p>i) MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p><b>or</b></p> <p>ii) Post Graduate qualification, preferably MD, in General medicine from a reputed medical education institute.</p> <p><b>Experience:</b></p> <p>For MBBS degree holders, experience of 5 years as Medical officer in a hospital or dispensary. Officers of the Central / State or similar services / Semi-Govt. / PSU / Statutory or Autonomous Organizations or University / Institutions of national importance can also apply if</p> <p>a) i) Holding analogous post or ii) With at least 5 years' regular service in posts in the PB-3 with GP of Rs.5400/- as per 6<sup>th</sup> Central Pay Commission or equivalent,</p> <p>b) Possessing educational qualification and experience as prescribed above.</p> <p><b>Age Limit:</b> Not exceeding 40 years.</p> <p><b>Period of probation- 2 years.</b></p>





	<p><b>Note:</b></p> <ol style="list-style-type: none"> <li>The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.</li> <li>Completion of compulsory Rotating Internship Certificate, Registration Certificate, an official document showing name of College / Institution from where degree/diploma has been done and official document showing name of the institution from where experience has been gained are required.</li> </ol>	
O-8	<p><b>Medical Officer</b></p> <p><b>Pay Band:</b> PB –3 (Rs.15600 – Rs.39100) with Grade Pay of Rs.5400/- + NPA as per rules.</p>	<p><b>Essential:</b> MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.</p> <p><b>Desirable :</b> Post Graduate qualification, preferably MD, in General medicine. Officers of the Central / State Govt. or similar organized services / Semi-Govt. / PSU / Statutory or Autonomous Organization / University / Institutes of national importance can also apply if : a) Holding analogous post on regular basis; b) Possessing the educational qualification as prescribed as above.</p> <p><b>Age Limit:</b>Not exceeding 35 years. <b>Period of probation</b>-2 years</p>
	<p><b>Note:</b></p> <ol style="list-style-type: none"> <li>The Medical qualifications possessed by the candidates should have the recognition of the Medical Council of India.</li> <li>Completion of compulsory Rotating Internship Certificate, [Registration Certificate, an official document showing name of College / Institution from where degree / diploma has been done and official document showing name of the institution from where experience has been gained are required.</li> </ol>	
O-9.	<p><b>Dy. Registrar</b></p> <p><b>Pay Band:</b> PB–3 (Rs.15600 – Rs.39100) with Grade Pay of Rs.7600/-.</p>	<p><b>Essential:</b> Masters' degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7 point scale from a recognized University / Institute with excellent academic record.</p> <p><b>Experience:</b> i) 9 years' experience as Assistant Professor in the GP of Rs.6000/- with experience in educational administration, <b>or</b> ii) Comparable experience in research establishment and/or other institutions of higher education, <b>or</b> iii) 5 years of administrative experience as Assistant Registrar or equivalent.</p> <p><b>Desirable</b> i) Qualification in area of Management / Engineering /Law. ii) Experience in handling computerized administration / legal / financial / establishment</p>



		<p>matters.</p> <p>iii) A Chartered or Cost Accountant degree or diploma for the post of Dy. Registrar (Finance and Accounts) or Dy. Registrar (Internal Audit)</p> <p><b>Age Limit:</b> Preferably Below 45 years</p> <p><b>Period of Probation:</b> 2 years</p> <p>Officers from the Central / State Governments or Institute of National importance or Universities / University level Institution or PSU holding analogous post or with at least 5 years' regular service in posts in the PB-3 with GP of Rs.6600/- as per 6<sup>th</sup> Central Pay Commission or equivalent, and possessing above educational qualifications and experience can also apply.</p>
O-10.	<p><b>Assistant Registrar</b> (One post is for finance &amp; accounts)</p> <p><b>Pay Band:</b> PB – 3 (Rs.15,600 – Rs.39,100) with Grade Pay of Rs.5400/-.</p>	<p><b>Essential:</b> Masters' degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7 point scale from a recognized University / Institute with excellent academic record.</p> <p>OR</p> <p>Employees of the institute serving as Superintendent (Selection Grade II) or Secretary (Selection Grade II) for at least 6 years at Grade Pay of Rs.4800/- or higher with Master's degree, and exemplary performance record. [Age bar not applicable; no relaxation in educational qualifications].</p> <p><b>Desirable:</b> i) Qualification in area of Management / Engineering / Law. ii) Experience in handling computerized administration / legal / financial / establishment matters. iii) A Chartered or Cost Accountant degree or diploma for the post of Assistant Registrar (Finance and Accounts).</p> <p>Officers from the Central / State Governments or Institute of National importance or Universities / University level Institution or PSU holding analogous post &amp; possessing above educational qualifications and experience can also apply.</p> <p><b>Age Limit:</b> Not exceeding 35 years</p> <p><b>Period of Probation:</b> 2 years</p>
O-11	<p><b>Students Activity &amp; Sports (SAS) Officer</b></p> <p><b>Pay Band:</b> PB – 3 (Rs.15,600 – Rs.39,100/-) with Grade Pay of Rs.6000/-.</p>	<p><b>Essential:</b> (i) First Class Master's Degree in Physical Education or Master's Degree in Sports Science with at least 60% marks (or equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record; Record of having represented the University/College at the inter-University/Inter-Collegiate competitions</p>



		<p>or State and/or national championships; Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p style="text-align: center;"><b>OR</b></p> <p>First Class Master's Degree in Fine Arts or Performing/Visual Arts, Journalism and Mass Communication or First Class Master's degree in Arts or Science or Bachelor's degree in engineering followed by a diploma of at least one year's duration in Fine Arts or Visual / Performing Arts.</p> <p>ii) Record of strong involvement and proven track record of participating in sports, drama, music, films, painting, photography, journalism, event management or other student / event management activities during college/university studies.</p> <p>iii) Record of organizing such events as student convener or in later part of life.</p> <p><b><u>Desirable:</u></b></p> <ul style="list-style-type: none"> <li>• Experience in guiding groups of students in creative activities.</li> </ul> <p>Officers of the Central /State or similar services / semi-Govt. / PSU / Statutory or Autonomous organizations or University / Institutions of national importance:</p> <ol style="list-style-type: none"> <li>a) Holding analogous post, and</li> <li>b) Possessing educational qualification and experience as prescribed as above.</li> </ol> <p><b><u>Age Limit:</u></b> Not exceeding 35 years.</p> <p><b><u>Period of Probation-</u></b>2 years</p>
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### 3.0 General Instructions:

1. Candidates should satisfy themselves, before applying, that they possess at least the essential qualifications, knowledge, experience laid down in the advertisement.
2. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of appointment, the Institute reserves the right to withdraw/cancel/modify any content/communication made to the candidates.
3. Applications in prescribed format complete in all respect received after the last date, incomplete/invalid in any respect stand automatically rejected.
4. Application that is incomplete/invalid, not in prescribed format, without photograph or unsigned stands automatically rejected.
5. The internal candidates can also apply. They will be considered for promotion as per the recruitment rules failing which the posts be filled in, by direct recruitment. The external candidates can also be considered on deputation wherever applicable, as per recruitment rules.
6. Institute will not be responsible for any postal delay. Interim correspondence will not be entertained and replied to. Further, any fresh paper/enclosures after the last date for receipt of applications will not be entertained.
7. Prescribed application form can be downloaded from the Institute's website. The candidates are required to apply in the **prescribed form only** with complete information and attachments. Candidates applying for more than one post are required to submit separate application form. Any application without copy (self attested) of all relevant certificates/testimonials is liable to be rejected. The name of the post and post code applied for should be written on the envelope.
8. Certificate in support of knowledge and experience should be in proper format i.e. should be on the organization's letterhead; bear the date of issue; specific period of work; specific nature of work and salary drawn.
9. Relaxations in age for SC/ST/OBC(non creamy layer)/Persons with Disabilities will be admissible as per Govt. of India norms. The age limit and qualifications/experience etc. for all the posts shall be determined as on the last date of submission of application forms i.e. 4th February 2016.
10. The address for forwarding the application is:  
**Registrar,  
Visvesvaraya National Institute of technology,  
South Ambazari Road,  
Nagpur 440 010.**
11. Number and nature of posts shown above may change & are provisional and may vary at the time of selection/recruitment. The Institute reserves the right not to fill any or all the posts advertised and to reject any or all the applications without assigning any reason.
12. The selection process consists of written test(if necessary) and interview. The written test will be qualifying in nature in order to shortlist the candidates. The final selection will be made as per the National Institute of Technology (NIT) Act selection procedure.



13. Besides the basic pay in the applicable pay band of the post, admissible allowances like DA, HRA etc. in accordance with Central Government/Institute Rules in force from time to time are payable. The employees of the Institute will be entitled to medical benefit for self and family. New Pension Scheme of Govt. of India is applicable on fresh recruiters as per Institute Rules. Those who are governed by pension-cum-GPF scheme will be continued in the aforesaid scheme as per central govt. norms. Accommodation on campus, if available, will be provided on payment of usual rent and licence fee (house rent allowances if accommodation is not provided). Leave Travel Concession for self and family as per Central Government Rules.

14. Candidates employed in Govt. service should send their applications through proper channel. In case, the original application routed through proper channel is likely to be delayed, a photocopy of the application should be sent in advance to reach before the prescribed last date. All such candidates are required to produce No Objection Certificate at the time of interview.

15. Canvassing in any form will lead to disqualification for the post.

16. Candidates are requested to bring all relevant certificates and testimonials at the time of interview (Original and one set of self attested copies).

17. The above details regarding qualifications/experience etc. are taken from the Recruitment Rules for non teaching posts notified by the MHRD.

18. Mere fulfillment of the required qualifications and experience etc., does not entitle a candidate to be called for written test/interview/selection. The Institute reserves the right to restrict the number of candidates for written test/ interview to a reasonable limit, on the basis of qualifications and experience, higher than those prescribed in this advertisement, and as per merit decided by scrutiny committee.

19. No TA/DA will be paid to attend the selection process (Written test and/or Interview)

20. The SC, ST, OBC (Non Creamy Layer) candidates should bring latest original certificate as per central list issued by competent authority at the time of interview failing which their candidature for the said posts will be cancelled.

21. The female candidates are encouraged to apply for the above positions.

22. The institute candidates applying for the direct recruitment will be eligible for age relaxation as per norms.

23. Abbreviations: SC – Schedule Caste, ST- Schedule Tribe, OBC – Other Backward Classes(non creamy layer), PWD – Person with Disabilities, UR – Un-Reserved

24. PWD candidates will have the reservations as per Govt. of India norms. They should bring latest original certificate from the competent authority.

25. The institute is of National Importance and hence the candidates from all over India are encouraged to apply.

**Note:** Schedule of Written Test/Interview will be uploaded on institute website. Aspiring candidates should visit the website regularly for updates. **No individual communication will be entertained.**

**DIRECTOR**

