

INDIAN INSTITUTE OF TECHNOLOGY ROPAR



Recruitment Rules and Promotion Policy
20th November 2016
(As amended vide Board of Governors
Resolution No. BG29/R12/29/443 of 29th
BOG Meeting held on 28.01.2019)

Introduction:

Indian Institute of Technology, Ropar is one of the eight new IITs set up by the Ministry of Human Resource Development (MHRD), Government of India, to expand the reach and enhance the quality of technical education in the country. This institute is committed to providing state-of-the-art technical education in a variety of fields and also for facilitating transmission of knowledge in keeping with latest developments in pedagogy. At present, the institute offers Bachelor of Technology (B. Tech.) program in the following disciplines: Computer Science and Engineering, Electrical Engineering, and Mechanical Engineering, Civil Engineering. In addition, the institute also offers M. Tech/ doctoral program in several disciplines. Presently the institute is having around 827 students, 84 faculty and 60 regular staff and in the coming years, the students strength, Faculty and Staff strength is going to increase.

1. **Cadre Structure:** Staff is distributed into following Cadres :
Administrative, Technical, Services and Academics Cadres

The posts in these cadres Administrative, Technical, Services and Academic will be as under:

- (i) **Administrative:** Registrar, Deputy Registrar, Assistant Registrar, Superintendent, Junior Superintendent, Senior Assistant, Junior Assistant, Accounts Officer, Junior Accounts Officer, Senior Assistant Accounts, Junior Assistant Accounts, Audit Officer, Senior Audit Officer.
- (ii) **Technical :** Principal Research Engineer, Senior Technical Officer, Technical Officer, Technical Superintendent, Junior Technical Superintendent, Senior Lab Assistant, Junior Lab Assistant, Junior Attendant (Semi Skilled), Physical Training Instructor, Chief IT Manager, System Engineer, Assistant System Engineer, System Superintendent, Junior System Superintendent.
- (iii) **Services:**
1. **Library:** Library Information Officer, Senior Library Information Assistant, Library Information Assistant.
 2. **Hospital (Health) Staff-** Chief Medical Officer, Medical Officer, Staff Nurse, Pharmacist, Nursing Orderly.
 3. **Estate and Engineering Wing-** Institute Engineer, Superintending Engineer, Executive Engineer, Assistant Executive Engineer, Assistant Engineer, Junior Engineer
 4. **Hospitality-** Hospitality Supervisor.
 5. **Security:** Security Officer, Assistant Security officer cum Fire Inspector.
 6. **Hindi Cell :** Hindi Officer, Hindi Translator, Junior Hindi Translator.
 7. **Sanitary :** Sanitary Inspector.
 8. **Hostel Staff :** Assistant Mess Manager, Assistant Caretaker.
 9. **Sports:** Deputy Sports Officer, Physical Education officer
 10. **Counselling Cell:** Senior Student Counsellor, Assistant Student Counsellor
 11. **Others:** Industrial Liaison Officer, Public Relations Officer
- (iv) **Academic:** Librarian, Deputy Librarian, Assistant Librarian, Sports Officer

2. Definitions: In the present norms, unless the context otherwise required:

- a) Recruitment : Means recruitment/ selection through Internal Circular and /or Selection through Open Advertisement Process.
- b) Promotion : Means promotion to a higher post by following an evaluation Procedure as prescribed under the R & PR applicable to the employees of the Institute
- c) Group : Means a set of different posts identified on the basis of Grade pay with Pay Band for the purpose of these Rules
- d) Cadre : Cadre consists of a hierarchy of posts with the same or similar job responsibilities.
- e) Ladder : Ladder is a career development path-wise Grade Pay with Pay Band and Designation applicable to each cadre.
- f) Post : Means a vacant position with a specified Grade Pay with Pay Band and Designation.
- g) Act : Means The Institutes of Technology Act, 1961 as amended from time to time.
- h) Statutes : Means the Statutes of the Institute.
- i) Applicants : Mean the candidates who apply against the vacant advertised post(s).
- j) Board : Means the Board the Governors of the Institute.
- k) Chairperson : Means the Chairperson of the Board of Governors.
- l) Director : Means the Director of the Institute.
- m) IITRPR or Institute : Means the Indian Institute of Technology Ropar.
- n) Internal Candidates: : Means employees of the IIT Ropar who apply for the advertised post(s).
- o) Officers and Employees of the IITRPR” : Means the personnel recruited under the Norms including those recruited prior to implementation of these rules.
- p) Scrutiny / Scrutiny/ Shortlisting Committee : Means Scrutiny / Shortlisting Committee constituted by the Competent Authority for Shortlisting of candidates for particular post(s).
- q) Selected Candidates : Means the candidates selected for the post(s).
- r) Selection Committee : Means the Committee constituted by the Competent Authority for selection of candidate(s) for particular post(s).
- s) Shortlisting of Candidates : Shortlisting Committee for the next stage of selection process.
- t) Competent Authority : Means the approving Authority for appointment to the concerned post.

- u) DPC : Departmental Promotion Committee. A Standing Committee to evaluate or judge the suitability of the employee for promotion as per promotional avenues mentioned in the RR & PP.
- v) LDE : Limited Departmental Examination.
- w) Clean Service : Means consistently good performance with clear antecedent.

The words and expressions used but not defined herein shall be ascribed the same meanings as are respectively assigned to them in the IIT Act & Statutes.

3. Recruitment rules

3.1. Classification of posts as per Grade Pay, Age Limit and Appointing Authorities

The Classification of posts as per Grade Pay age limit for Direct Recruitment in term of Post/ Pay Band & Grade Pay will be as follow:

Grade Pay (Rs.)	Maximum age limit
2000	27
2800	30
4200	35
4800	35
5400	40
6000 (AGP)	40
6600	45
7600	50
8000 (AGP)	50
8700	55
10000	57 in case the retiring age is 62 years and
	55 in case retiring age is 60 years

For employees of IIT's who are educationally qualified can be considered for direct recruitment across the whole IIT system up to a maximum of 50 years of age.

- 4. The Selection Committee for Direct Recruitment will be as per Institute Statutes.
- 5. **Reservation:** Nothing contained in these Recruitment Rules shall affect reservations, relaxations of age limit and other concessions required to be provided to the Scheduled Castes (SC), the Schedule Tribes (ST), Other Backward Class (OBC) and Persons with Disability (PwD) or any other special categories of persons in accordance with the orders issued by the MHRD from time to time in this regard. The reservation roster shall also be updated and countersigned by the Liaison Officers as per usual instructions to insure fair representation of SC/ST/OBC/PwD candidates/ employees.

6. Relaxation of Age & Percentage

- i) The maximum prescribed age for each post shall be the same as given against each post in the Recruitment Rules of the Institute. The age shall be determined as on the last date of the advertisement.
- ii) Age is relaxable for five years for SC/ST candidates and three years for OBC candidates. Candidates belonging to other eligible categories shall have relaxation as per GoI norms.
- iii) For direct recruitment posts, the upper age limit shall be relaxable up to five years in respect of the persons working in IIT Ropar on the posts which are in the same line or allied (Contract) cadres and where a relationship could be established that services rendered will be useful for efficient discharge of the duties in other categories of posts. The age concession shall be admissible only where an employee has rendered not less than three years continuous service. The candidates' belonging to SC/ST categories shall have relaxation in age for additional five years.
- iv) For regular employees of IITs who are educationally qualified can be considered for direct recruitment across the whole IIT system up to a maximum of 50 years of age.
- v) For the existing regular employees of IIT Ropar to be considered for promotion (as per numbers of posts, fixed/decided for them) the %age of marks in qualifying degree may not be insisted upon.

7. Method of Recruitment, Procedure of Recruitment, and Other Requirements

The method of recruitment, age limit, eligibility and other requirements needed to apply for the posts shall be as are specified in the Recruitment Rules.

The following methods for recruitment shall be applicable to the IIT Ropar:

- a) Direct Recruitment;
- b) Promotion through LDE
- c) Promotion through DPC
- d) On Deputation/ Transfer on Deputation / on Contract/Tenure.

7.1. The candidates will be evaluated by the duly constituted Selection Committee as per the following:

(i) For Group 'A' staff (Direct and Promotion)

Technical staff (Lab/ Computer /Workshop- as per nature of duty)

Step I: Written Test	:	50 marks
Step II: Trade Test / Computer Test	:	20 marks
Step III: Presentation	:	10 marks
Step IV: Interview	:	20 marks
Total	:	100 marks

Administration

Step I: Written Test	:	50 marks
Step II: Computer/ other Test	:	20 marks

Step III: Presentation	:	10 marks
Step IV: Interview	:	20 marks
Total	:	100 marks

The minimum qualifying marks for Written & Trade Test/ Computer Test will in general be 60 % (Relaxation / Concession to SC/ST/OBC candidates may be given as per GOI's rules). Only the candidates who will qualify the Written & Trade/ Computer Test (step I&II) will be called for Step III & IV (Presentation & Interview) of the selection process. However, actual selection shall depend on the merit over and above this minimum level as determined by the respective Selection Committee(s). The select panel so formed out of this process will be valid for a period of one year.

Amended Provision for Clause 7.1

- (ii) **For Group 'A' staff (Direct and Promotion) post carrying GP of Rs. 10,000 and above ie. Registrar, Chief IT Manager, Librarian, Chief Medical Officer, Institute Engineer, Principal Research Engineer etc.**

Administration

Step I: Presentation	:	40 marks
Step II: Interview	:	60 marks
Total	:	100 marks

- 7.2. Criteria for selection through Open Advertisement (applicable for Group 'B' & 'C' employees)**

Step I: Written Test	100 marks
Step II: Trade Test / Computer Test	Qualifying nature Only
Total	100 marks

The minimum qualifying marks for Written & Trade/ Computer Test will in general be 60 % (Relaxation / Concession to SC/ST/OBC candidates may be given as per GOI's rules). Only the candidates who will qualify the Written Test (step I) will be called for Step II (Trade Test / Computer Test) of the selection process. However, actual selection shall depend on the merit over and above this minimum level as determined by the respective Selection Committee(s). The select panel so formed out of this process will be valid for a period of one year.

Amended Provision of Clause 7.2

- 7.2 Criteria for selection through Open Advertisement (applicable for Group 'B' & 'C' employees)**

Step I: Written Test	:	70 marks
Step II: Trade Test / Computer Test	:	30 marks
Total	:	100 marks

The minimum qualifying marks for Written & Trade/ Computer Test will in general be 60 % (Relaxation / Concession to SC/ST/OBC candidates may be given as per GOI's rules). Only the candidates who will qualify the Written Test (step I) will be called for Step II (Trade Test / Computer Test) of the selection process. However, actual selection shall

depend on the merit over and above this minimum level as determined by the respective Selection Committee(s). The select panel so formed out of this process will be valid for a period of one year.

7.3. Criteria for selection/ promotion through Internal Competition (applicable all for Group 'B' & 'C' employees)

Step I: Written Test	100 marks
Step II: Trade Test / Computer Test	Qualifying nature Only
Total	100 marks

The minimum qualifying marks for Written & Trade/ Computer Test in general will be 60 % (Relaxation / Concession to SC/ST/OBC candidates may be given as per GOI's rules). Only the candidates who will qualify the Written Test (step I) will be called for Step II (Trade Test / Computer Test) of the selection process. However, actual selection shall depend on the merit over and above this minimum level as determined by the respective Selection Committee(s).

Amended Provision of Clause 7.3

7.3 (Criteria for selection/ promotion through Internal Competition (applicable all for Group 'B' & 'C' employees)

Step I: Written Test	:	70 marks
Step II: Trade Test / Computer Test	:	30 marks
Total	:	100 marks

The minimum qualifying marks for Written & Trade/ Computer Test in general will be 60 % (Relaxation / Concession to SC/ST/OBC candidates may be given as per GOI's rules). Only the candidates who will qualify the Written Test (step I) will be called for Step II (Trade Test / Computer Test) of the selection process. However, actual selection shall depend on the merit over and above this minimum level as determined by the respective Selection Committee(s).

7.4. Procedure of Recruitment

(a) Direct Recruitment

- (i) The Institute shall invite application(s) for posts through the advertisement in leading news papers on all India basis.
- (ii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized for eligibility by the Scrutiny /Shortlisting Committee to be constituted by the Competent Authority of the IIT Ropar. Where applications received are in excess of the number of posts advertised for the vacant post(s), the Scrutiny / Shortlisting Committee may formulate additional criteria for shortlisting, based on academic performance and/ or years of experience of the applicants or it may so decide recording the reasons.
- (iii) The Short-listed applications shall be placed before the Director for approval. After due approval, the shortlisted applicants will be called for Written Test and subsequent steps as applicable on qualifying the same as per decision of the Institute.

- (iv) The Selection Committee will be constituted by the Competent Authority of the IIT Ropar in accordance with the Act and the Statutes.

(b) Promotion through Limited Departmental Examination (LDE).

As per available vacancies, promotions of the **departmental candidates** shall be made:

- (i) As per the hierarchical structure in the respective cadre maintained by the IIT Ropar.
- (ii) By the Selection Committee to be constituted by the Competent Authority.
- (iii) On the basis of process as prescribed for each position
- (iv) Considering merit.

The following **procedure** shall be followed for making promotion through Internal Competition:

- (i) The Institute shall invite application(s) for posts through the internal advertisement of IIT Ropar on Institute website.
- (ii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized for eligibility by the Scrutiny / Shortlisting Committee to be constituted by the Competent Authority of the IIT Ropar. Where applications received are in excess of the number of posts advertised for the vacant post(s), the Scrutiny /Shortlisting Committee may formulate additional criteria for shortlisting based on academic performance and/or years of experience of the applicants.
- (iii) The Shortlisted applications shall be placed before the Director for approval. After due approval, the shortlisted applicants will be called for Written Test(s)/ Presentation as per decision of the Competent Authority.
- (iv) The following will be the Standing Committee for Group 'B' & 'C' for promotion through Internal Competition and all the issues concerning to Internal Competition will be looked into by this committee:
- | | | | |
|---|--|---|-------------|
| 1 | Director | - | Chairperson |
| 2 | Concern HOD/HOC | - | Member |
| 3 | Subject Expert | - | Member |
| 4 | SC/ST/OBC nominee
(for reserved positions only) | - | Member |
| 5 | Registrar | - | Member |
| 6 | D.R/A.R.(E-II) | - | Convener |
- (v) In case of promotion the salary will be fixed as would have been fixed in case of new recruit joined through proper channel.

(c) Promotion through Departmental Promotion Committee (DPC)

The following will be the Standing Committee for promotion through DPC and all the issues concerning to DPC will be looked into by this committee:

- | | | |
|--------------------|---|-------------|
| 1. Director | - | Chairperson |
| 2. Concern HOD/HOC | - | Member |
| 3. Registrar | - | Member |
| 4. D.R/A.R (E-II) | - | Convener |

if necessary, the Chairperson DPC may also opt more member(s) for this committee.

Criteria for promotion through DPC

Step I: APARs (for last 7 years as per eligible period for promotion through DPC) : 60 marks

Step II: Internal Assessment/ Presentation : 40 marks

Total : 100 marks

- (i) For departmental candidates to be considered for promotion (as per numbers of posts, fixed/decided for them) the %age of marks in qualifying degree may not be insisted upon as per guidelines of MHRD/BoG.
- (ii) The seniority list, verification of eligibility and all records including integrity, vigilance clearance etc along with check list for such cases will be presented before the committee by the Convener.
- (iii) The residency period for promotion (through Internal Competition/DPC) for being eligible for the next higher Grade Pay has been spell out in the Recruitment Rules itself. The provision has been made at the entry level erstwhile Group 'D' employees /Cadre with required residency, to consider their placement for Group 'C' post(s).

(d) On Deputation / Transfer on Deputation / on Contract/Tenure

(1) Deputation/ Transfer on Deputation

The following procedure shall be followed for making appointment by Deputation:

- (i) The IIT Ropar shall invite applications for the vacant posts from Central Government, State Government and Autonomous Bodies through an advertisement on all India basis.
- (ii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized for eligibility of by a Scrutiny / Shortlisting Committee to be constituted by the Competent Authority of the IIT Ropar. Where applications received are in excess of a reasonable number (as determined by the Scrutiny / Shortlisting Committee) for the vacant and advertised post(s), the Scrutiny / Shortlisting Committee may formulate additional criteria for shortlisting, based on academic performance and / or years of experience of the applicants.
- (iii) Personal evaluation shall involve any one or more these methods:
(1) Interview, (2) test, (3) presentation and (4) evaluation of his/her previous APARs.
- (iv) The period of deputation, including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government, shall be two (2) years from the date of

beginning of the deputation extendable up to a maximum period of five (05) years with the approval of the competent authority.

- (v) Deputation shall be subject to vigilance clearance

Vacancies caused by any incumbent being away on deputation, long illness, long leave or under any other circumstances for a duration of one year or more, may also be filled by way of recruitment on Deputation with employees from Central Government or State Governments or Autonomous Bodies.

- (2) **On Contract/Tenure:** The Institute may also appoint persons on Contract/Tenure basis on the recommendations of the Selection Committee with such benefits which are similar to regular appointments. Appointment on Contract/Tenure shall be made initially for a period of one year which can be extended for a maximum period of upto five (5) years after review of satisfactory performance.

On completion of contract/tenure period with the satisfactory performance, the person may be considered for a regular appointment with the approval of the Competent Authority. In case of regularization of a person working on Contract/Tenure basis, the period of contract/Tenure completed by the said person may be treated as completion of period of probation applicable for the said post with the approval of the Competent Authority.

8. Assessment of Vacancy

After assessment and on receipt of requirement of Officers and Employees from various functionaries of the Institute, Establishment Section will initiate the process of the recruitment to fill up the post(s) via various methods of recruitments. The process to fill up the vacant posts belonging to the reserved category, will also be initiated whenever required. The establishment registers and vacancy register will be kept upto date by Establishment Section. The rotation of quota, for identifying vacancy (i.e. under Direct Recruitment / DPC/ LDE) and reservation will be examined and submitted by the respective In-charge of Establishment Section.

9. Advertisement

After approval of the Director, the Recruitment Section shall prepare and publish detailed advertisement(s) containing all the conditions of the recruitment process on the official website of the Institute (www.iitrpr.ac.in) and in the newspapers of repute for wider publicity.

In case of recruitment through deputation, the IIT Ropar may also request various organization(s) to provide suitable candidates from their organization(s) to serve the Institute.

10. Amendments:

These Recruitment and Promotion Rules may be reviewed periodically for making necessary modifications and amendments, as may be required from time to time. However, the Director, IIT Ropar from time to time, may also consider relaxation in any of the provisions aforesaid or issue specific directions as may be necessary to remove difficulties in the operation of any of the provision of these rules. The directions issued by the Director, if any, shall be reported to the Board of Governors.

Where any doubt arises as to the interpretation of any of the provisions of these norms, the matter shall be referred to the Recruitment Rules & Promotion Policy Committee, the recommendations of which shall be referred to the Board of Governors through the Director for a decision, which shall be final.

11. In the event, any existing employee under Group 'C' and/or Group 'B' is not able to avail the opportunity of career progression or promotion routes, spelled out in the preceding paragraphs of the RR&PP, or fail to qualify the LDE, benchmark APARs etc., an attempt will be made to assess their upgradation to the next higher grade, on the basis of qualifying service of ten years in the preceding grade.

12. Implementation of Recruitment Rules & Promotion Policy (RR&PP)

These RR & PP shall be implemented from the date of approval, consented by the Board of Governor, IIT Ropar

SUMMARY OF RECRUITMENT THROUGH DIRECT, LDE & DPC

ADMINISTRATIVE STAFF

S.No	Group	Post	PB	GP	Direct	LDE	DPC
1.	A	Registrar	4	10,000	100%	-	-
2.	A	Deputy Registrar	3	7,600	75%	25%	-
3.	A	Assistant Registrar	3	5,400	50%	50%	-
4.	B	Superintendent	2	4,800	-	75%	25%
5.	B	Junior Superintendent	2	4,200	50%	30%	20%
6.	C	Senior Assistant	1	2,800	25%	50%	25%
7.	C	Junior Assistant	1	2,000	100%	-	-
Amended Provision	C	Junior Assistant	1	2,000	90%	10%	-

ACCOUNTS

S.No	Group	Post	PB	GP	Direct	LDE	DPC
1.	B	Accounts Officer	2	4,800	-	75%	25%
2.	B	Junior Accounts Officer	2	4,200	50%	30%	20%
3.	C	Senior Assistant Accounts	1	2,800	25%	50%	25%
4.	C	Junior Assistant Accounts	1	2,000	100%	-	-

TECHNICAL LAB STAFF

S.No	Group	Post	PB	GP	Direct	LDE	DPC
1.	A	Principal Research Engineer	4	10000	100%	-	-
2.	A	Senior Technical Officer	3	7600	75%	25%	-
3.	A	Technical Officer	3	5,400	50%	50%	-
4.	B	Tech. Supdt.	2	4,800	-	75%	25%
5.	B	Jr. Tech. Sudpt.	2	4,200	50%	30%	20%
6.	C	Sr. Lab Assistant	1	2,800	25%	50%	25%
7.	C	Jr. Lab Assistant	1	2,000	75%	25%	-
Amended Provision	C	Jr. Lab Assistant	1	2,000	90%	10%	-

SPORTS & PHYSICAL EDUCATION CADRE

S.No	Group	Post	PB	GP (Rs.)	Direct	LDE	DPC
1.	A	Sports Officer	3	AGP	100%	-	-

				6000			
2.	B	Deputy Sports Officer	2	4,800	-	50%	50%
3.	B	Physical Education Officer	2	4,200	50%	50%	-
4.	C	Physical Training Instructor	1	2800	100%	-	-

COUNSELLING CELL

S. No	Group	Post	PB	GP	Direct	LDE	DPC
1	A	Senior Student Counsellor	3	7600	75%	25%	-
2	A	Assistant Student Counsellor	3	5400	100%	-	-

LIBRARY

S.No	Group	Post	PB	GP	Direct	LDE	DPC
1.	A	Librarian	4	10000	100%	-	-
2.	A	Deputy Librarian	3	8000	100%	-	-
3.	A	Assistant Librarian	3	6000	100%	-	-
4.	B	Library Information Officer	2	4,800	-	75%	25%
5.	B	Senior Library Information Assistant	2	4,200	50%	30%	20%
6.	C	Library Information Assistant	1	2,800	100%	-	-

HOSPITAL (HEALTH) STAFF

S.No	Group	Post	PB	GP	Direct	LDE	DPC
1.	A	Chief Medical Officer	4	10000	100%	-	-
2.	A	Medical Officer	3	5400	100%	-	-
3.	B	Staff Nurse	2	4,200	100%	-	-
4.	C	Pharmacist	1	2800	100%	-	-
5.	C	Nursing Orderly	1	2000	100%	-	-

ESTATE & ENGINEERING WING

S.No	Group	Post	PB	GP	Direct	LDE	DPC
1.	A	Institute Engineer	4	10,000	100%	-	-
2.	A	Superintending	4	8,700	100%	-	-

		Engineer					
3.	A	Executive Engineer	3	7600	50%	50%	-
4.	A	Assistant. Executive Engineer	3	5,400	50%	50%	-
5.	B	Assistant Engineer	2	4,800	-	75%	25%
6.	B	Junior Engineer	2	4,200	100%	-	-

HOSPITALITY

S.No	Group	Post	PB	GP	Direct	LDE	DPC
1.	C	Hospitality Supervisor	1	2800	100%	-	-

SECURITY

S.No	Group	Post	PB	GP	Direct	LDE	DPC
1.	B	Security Officer	2	5400	50%	50%	-
2.	B	Assistant Security Officer cum Fire Inspector	2	4200	100%	-	-

HINDI

S. No	Group	Post	PB	GP	Direct	LDE	DPC
1.	A	Hindi Officer	3	5400	100%	-	-
2.	B	Hindi Translator	2	4800	-	100%	-
3.	B	Junior Hindi Translator	2	4200	100%	-	-

ICT SERVICES

S. No	Group	Post	PB	GP	Direct	LDE	DPC
1	A	Chief IT Manager	4	10000	100%	-	-
2	A	System Engineer	3	7600	75%	25%	-
3	A	Assistant System Engineer	3	5400	50%	50%	-
4	B	System Superintendent	2	4800	25%	50%	25%
Amended Provision	B	System Superintendent	2	4800	-	75%	25%
5	B	Junior System Superintendent	2	4200	100%	-	-

SANITARY

S. No	Group	Post	PB	GP	Direct	LDE	DPC
1.	B	Sanitary Inspector	2	4200	100%	-	-

HOSTEL STAFF

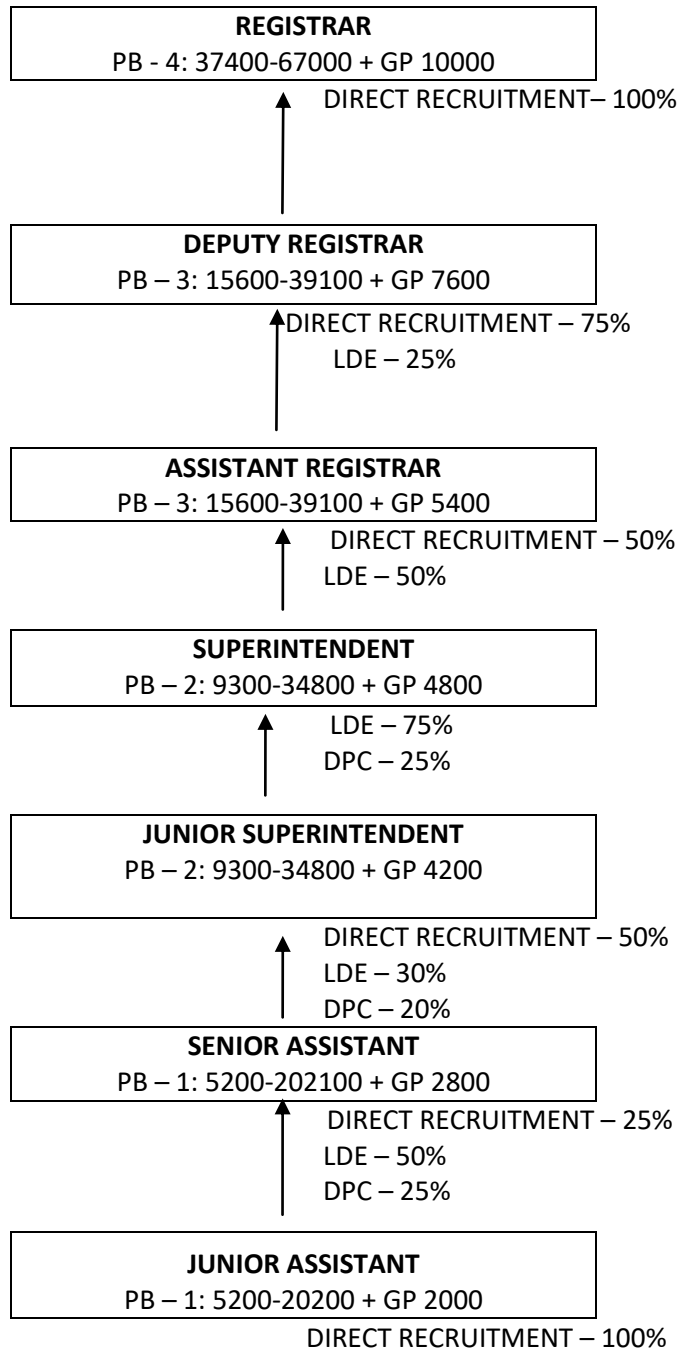
S. No	Group	Post	PB	GP	Direct	LDE	DPC
1	C	Assistant Mess Manger	1	2800	100%	-	-
2	C	Assistant Caretaker	1	2800	100%	-	-

OTHERS

S. No	Group	Post	PB	GP	Direct	LDE	DPC
1	A	Industry Liaison Officer	3	7600	100%	-	-
2	A	Public Relation Officer	3	5400	100%	-	-

CAREER AVENUE CHART FOR NON TEACHING EMPLOYEES

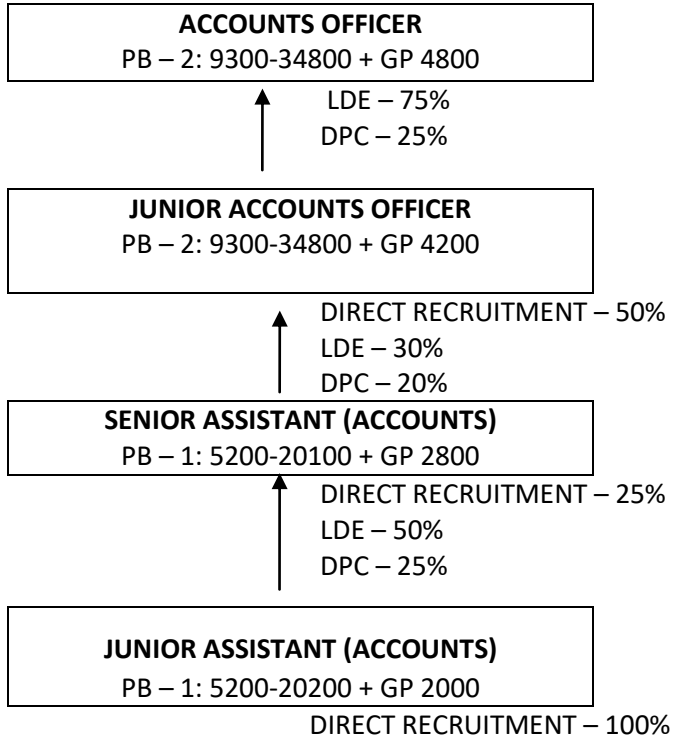
ADMINISTRATIVE CADRE



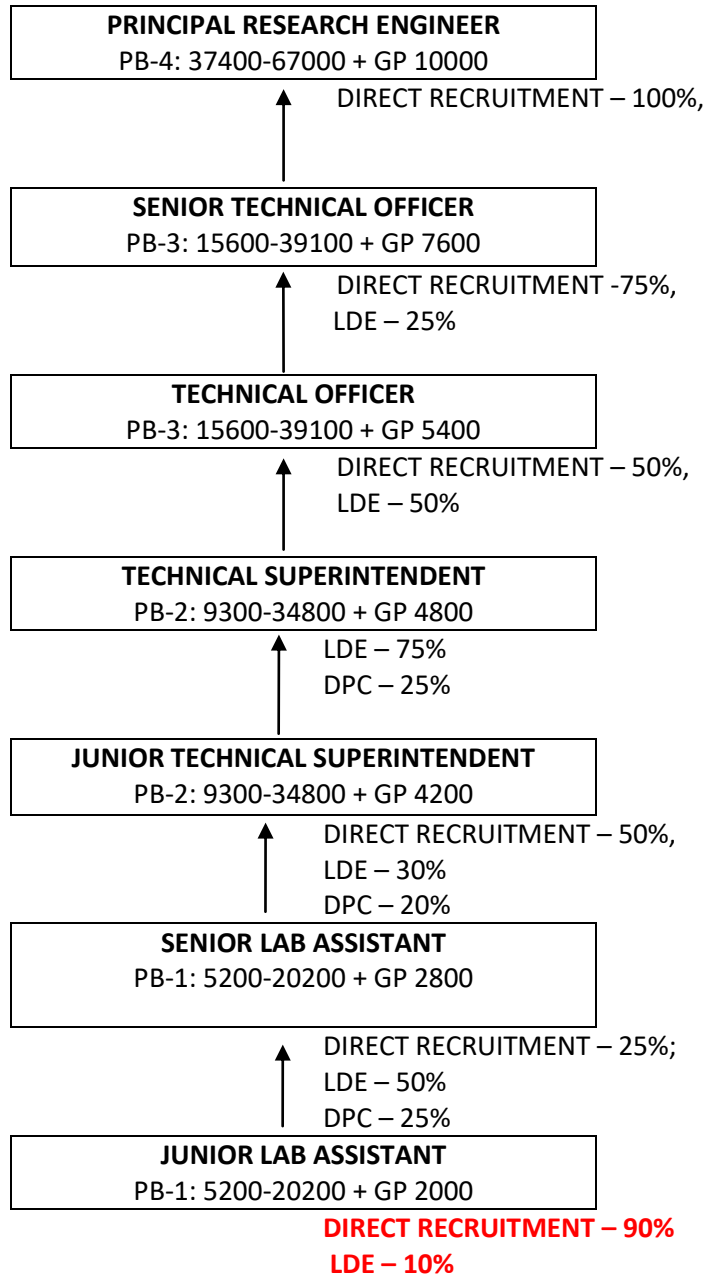
**AMENDED PROVISION FOR JUNIOR ASSISTANT* – DIRECT RECRUITMENT -90%
LDE- 10 %**

***Once the internal candidates at the level of Junior Attendant (Semi-Skilled) are adjusted, all the posts will be filled on direct recruitment basis**

ACCOUNTS



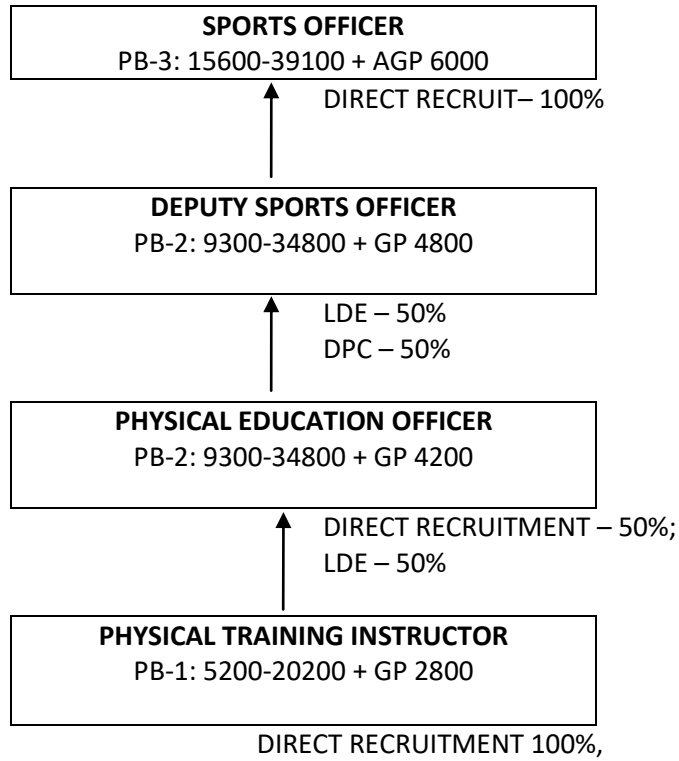
TECHNICAL CADRE



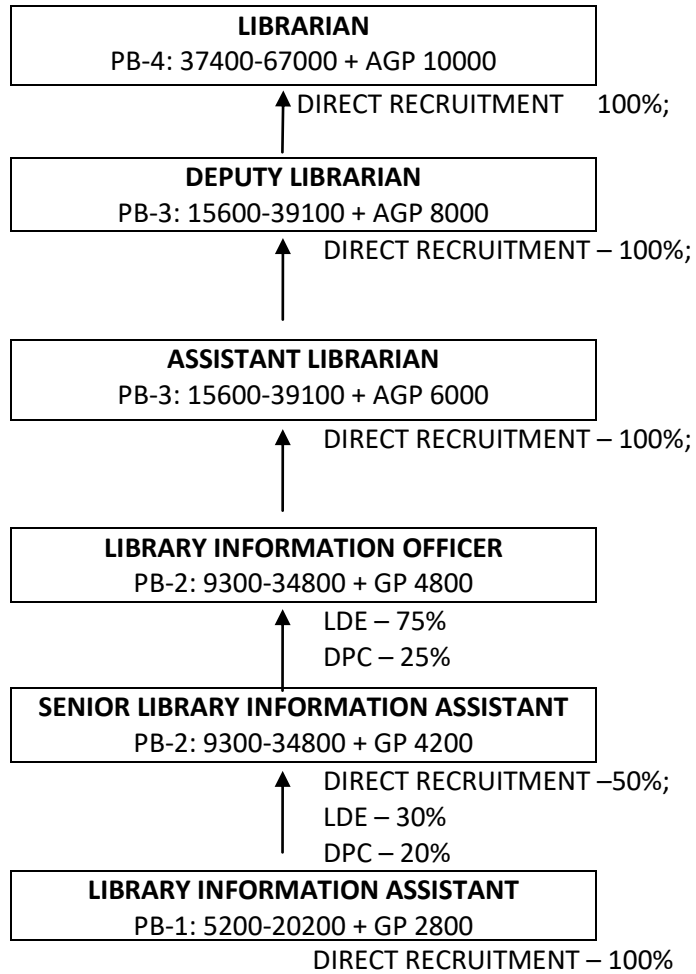
AMENDED PROVISION FOR JUNIOR LAB ASSISTANT* – DIRECT RECRUITMENT -90%
LDE- 10 %

***Once the internal candidates at the level of Junior Attendant (Semi-Skilled) are adjusted, all the posts will be filled on direct recruitment basis**

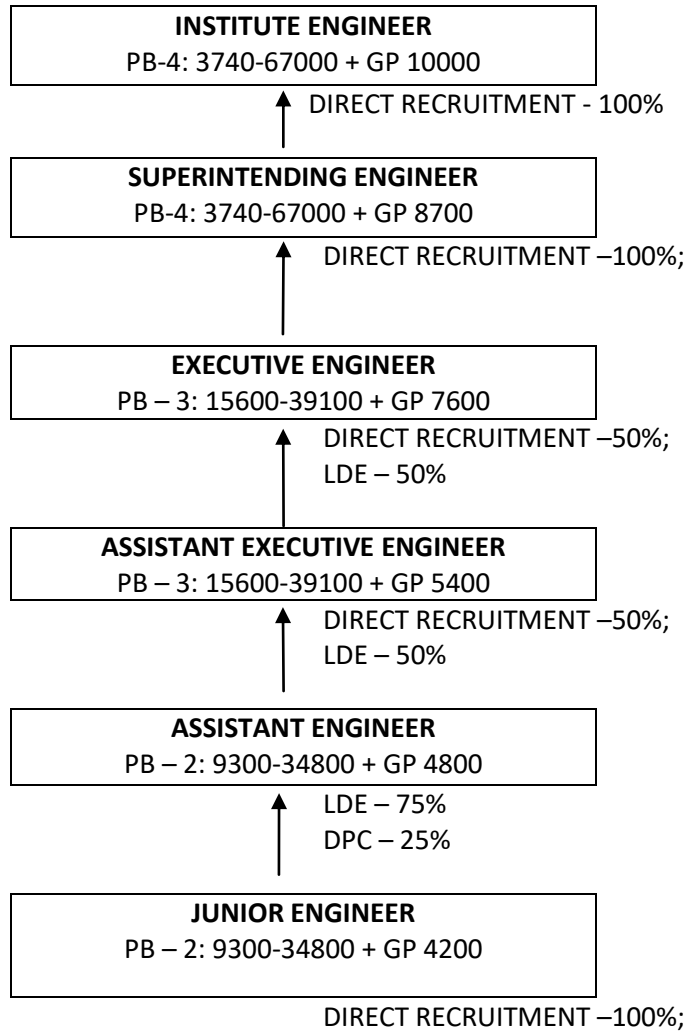
SPORTS & PHYSICAL EDUCATION CADRE



LIBRARY CADRE



ESTATE & ENGINEERING CADRE



SECURITY CADRE

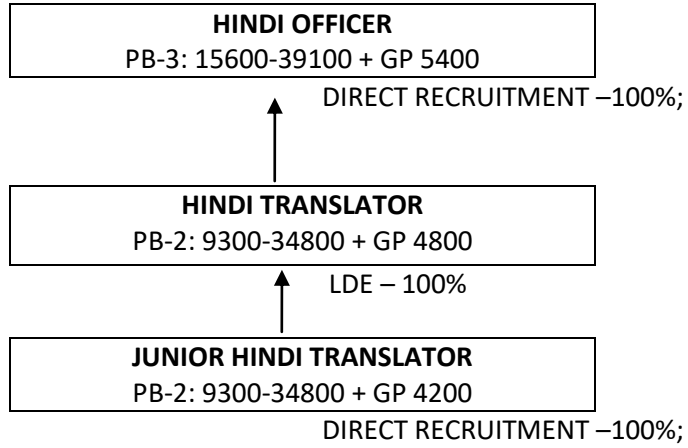
SECURITY OFFICER
PB-2: 15600-39100 + GP 5400

↑ DIRECT RECRUITMENT –50%;
LDE – 50%

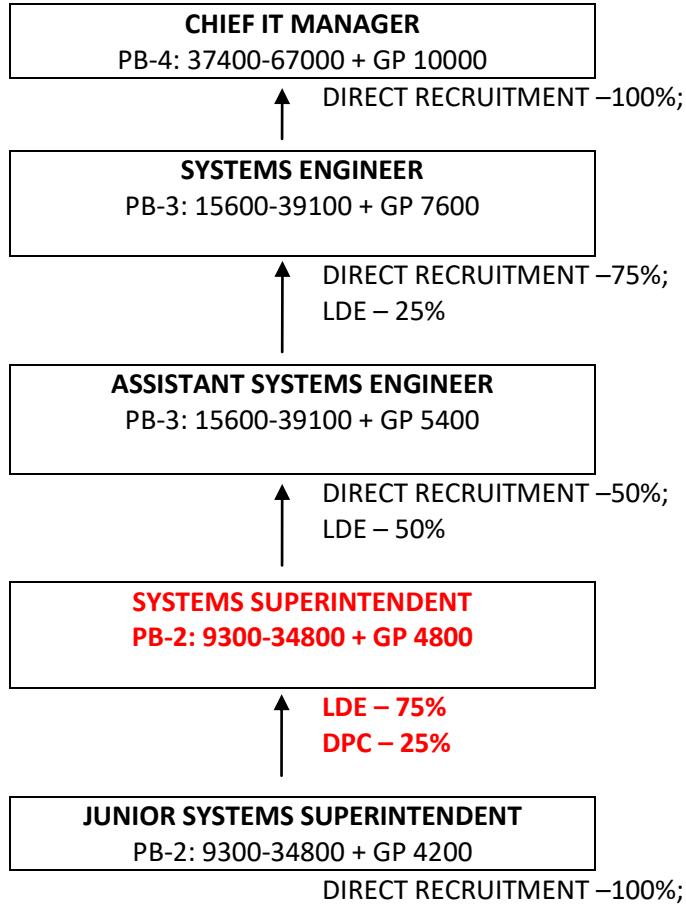
**ASSISTANT SECURITY OFFICER
CUM FIRE INSPECTOR**
PB-2: 9300-34800 + GP 4200

DIRECT RECRUITMENT –100%;

HINDI CADRE



ICT CADRE



COUNSELLING CELL

SENIOR STUDENT COUNSELLOR

PB-3: 15600-39100 + GP 76000



DIRECT RECRUITMENT -75%;
LDE-25%

ASSISTANT STUDENT COUNSELLOR

PB-3: 15600-39100 + GP 5400

INDEX

CATEGORY		PAGE NO.
ADMINISTRATION		
1.	Registrar	30-31
2.	Deputy Registrar	32-33
3.	Assistant Registrar	34-35
4.	Superintendent	36
5.	Junior Superintendent	37-38
6.	Senior Assistant	39-40
7.	Junior Assistant	41
8.	Accounts Officer	42
9.	Junior Accounts Officer	43-44
10.	Senior Accounts Officer	45-46
11.	Junior Accountant	47
TECHNICAL		48
12.	Principal Research Engineer	49
13.	Senior Technical Officer	50-51
14.	Technical Officer	52-53
15.	Technical Superintendent	54
16.	Junior Technical Superintendent	55-56
17.	Senior Lab Assistant	57-58
18.	Junior Lab Assistant	59-60
19.	Physical Training Instructor	61
20.	Chief IT Manager	62
21.	System Engineer	3
22.	Assistant System Engineer	64
23.	System Superintendent	65
24.	Junior System Superintendent	66
SERVICES		67
25.	Deputy Sports Officer	68
26.	Physical Education Officer	69
27.	Physical Training Instructor	70
28.	Senior Student Counsellor	71
29.	Assistant Student Counsellor	72
30.	Industry Liaison Officer	73

31.	Public Relations Officer	74
32.	Library Information Officer	75
33.	Senior Library Information Assistant	76-77
34.	Library Information Assistant.	78
35.	Chief Medical Officer	79
36.	Medical Officer	80
37.	Staff Nurse	81
38.	Pharmacist	82
39.	Nursing Orderly	83
40.	Institute Engineer	84-85
41.	Superintendent Engineer	86-87
42.	Executive Engineer	88-89
43.	Assistant Executive Engineer	90-91
44.	Assistant Engineer	92
45.	Junior Engineer	93-94
46.	Hospitality Supervisor	95
47.	Security Officer	96-97
48.	Assistant Security Officer cum Fire Inspector	98
49.	Hindi Officer	99-100
50.	Hindi Translator	101
51.	Junior Hindi Translator	102
52.	Sanitary Inspector	103
53.	Assistant Mess Manager	104
54.	Assistant Care Taker	105
55.	Placement and Corporate Relations Manager	106-107
ACADEMICS		108
56.	Librarian	109-110
57.	Deputy Librarian	111-112
58.	Assistant Librarian	113-114
59.	Sports Officer	115-116

ADMINISTRATIVE

Recruitment Rules for the Post of Registrar

1.	Name of the Post	Registrar
2.	No. of Post(s)	01
3.	Classification	Group A
4.	Scale of Pay	PB-4 Rs.37400-67000, Grade Pay Rs.10000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 57 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Masters degree or equivalent in any discipline with at least 55% marks or its equivalent Grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.</p> <p><u>Experience:</u></p> <p>(i) At least 15 years of experience as Assistant Professor in the AGP 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.</p> <p style="text-align: center;">OR</p> <p>Comparable experience in research establishments and/or other Institutions of higher education.</p> <p style="text-align: center;">OR</p> <p>15 years of administrative experience of which 8 years regular service as Deputy Registrar or an equivalent post in the AGP of Rs. 7600 and above.</p> <p>(ii) Experience in handling computerized administration / financial matters.</p> <p><u>Desirable:</u></p> <p>(i) A degree in Law / Management / Engineering from a recognized University/ Institute.</p> <p>(ii) Experience in educational administration, financial and personnel management and capacity to lead the administration in a residential institution.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	Not Applicable
9.	Period of probation, if any	NA as the post is tenure
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	Direct recruitment, which on Deputation / Transfer on Deputation / on contract basis for a tenure of up to 5 years or till attaining the age of 62 years, whichever is earlier or as fixed by Govt. of India from time to time.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p><u>Deputation/ Transfer on Deputation/on Contract/Tenure basis</u> Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institutes of national importance:-</p> <p>a) i) Holding analogous post or ii) With at least 3 years regular service in posts with GP of Rs. 8700/- or equivalent; and</p>

		b) Possessing educational qualification and experience as prescribed in Col. 7
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Deputy Registrar

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Deputy Registrar
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.7600/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 50 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Masters degree or equivalent in any discipline with at least 55% marks or its equivalent Grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.</p> <p>Experience: At least 9 Years' experience as Assistant Professor in the AGP of Rs. 6000/- and above with experience in educational administration. OR Comparable experience in research establishment and / or other institutions of higher education. OR 5 years' of administrative experience as Assistant Registrar or equivalent post in the GP of Rs. 5400 and above. Experience in handling computerized administration / financial matters.</p> <p>Desirable: i) A degree in Law / Management / Engineering from a recognized University/ Institute. ii) Chartered or Cost Accountant qualification from a recognized University/ Institute for the post of Deputy Registrar (Accounts / Audit).</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
	Amended Provision	<p style="text-align: center;">Age : No Qualification: Yes</p> <p style="text-align: center;">Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>75% by Direct Recruitment 25 % by LDE N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to	LDE : Open to the Assistant Registrar in the Grade Pay of Rs. 6600/- who have rendered at least 05 years of regular clean service as Assistant Registrar level in IIT Ropar.

	be made	<p>Deputation/ Transfer on Deputation/on Contract basis: Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU/ Industry:</p> <p>a) i) Holding analogous post or</p> <p>ii) With at least 5 years' service in posts carrying Grade Pay of Rs. 6600/- or its equivalent and having experience in administration, establishment and accounts matters.</p> <p>b) Possessing educational qualification and experience as prescribed in Col.7</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Progression as per MHRD/UGC</p>
	Amended Provision	<p>LDE : Open to the Assistant Registrar in the Grade Pay of Rs. 6600/- who have rendered at least 05 years of regular clean service as Assistant Registrar level in IIT Ropar.</p> <p>Deputation/ Transfer on Deputation/on Contract basis: Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU/ Industry:</p> <p>a) i) Holding analogous post or</p> <p>ii) With at least 5 years' service in posts carrying Grade Pay of Rs. 6600/- or its equivalent and having experience in administration, establishment and accounts matters.</p> <p>b) Possessing educational qualification and experience as prescribed in Col.7</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Progression as per MHRD guidelines</p>
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Assistant Registrar

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Assistant Registrar
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: A Master degree or its equivalent in any discipline from a recognized University with at least 55 % marks or its equivalent Grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.</p> <p>Experience: i) At least five years relevant administrative experience in supervisory capacity in a Govt. office/university/ technological institution or an organization of repute which may include activities related to examinations, academics, establishment, general administration, R&D, student affairs, accounts etc. in the grade pay of Rs. 4600 or equivalent.</p> <p>ii) Experience in handling computerized administration / financial matters.</p> <p>iii) Proficiency in the use of variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: i) A degree in Law / Management / Engineering from a recognized University/ Institute.</p> <p>ii) Chartered or Cost Accountant qualification from a recognized University/ Institute for the post of Assistant Registrar (Accounts/Audit).</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
	Amended Provision	<p style="text-align: center;">Age : No Qualification : Yes</p> <p style="text-align: center;">Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50 % by Direct Recruitment</p> <p>ii) 50 % by LDE</p> <p>N.B.- failing which by on Deputation/ Transfer on Deputation /on Contract basis</p> <p>N.B: Financial Progression as per MHRD/UGC</p>
	Amended Provision	<p>i) 50 % by Direct Recruitment</p> <p>ii) 50 % by LDE</p> <p>N.B.- failing which by on Deputation/ Transfer on Deputation /on</p>

		Contract basis N.B: Financial Progression as per MHRD guidelines
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE : Open to the Superintendent level staff having Bachelor's degree and Minimum of 5 years relevant experience in the Institute out of which at least 3 years as Superintendent / Accounts Officer/equivalent and of supervising a Section in PB-2 (Rs. 9300-34800) with Grade Pay of Rs. 4800. Deputation / Transfer on Deputation / on contract basis: i) Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU / PSE:- a) Holding analogous post/ scale, and Possessing educational qualification and experience as prescribed in Col. 7. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose. N.B: Financial Progression as per MHRD/UGC
	Amended Provision	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made By LDE : Open to the Superintendent level staff having Bachelor's degree and Minimum of 5 years relevant experience in the Institute out of which at least 3 years as Superintendent / Accounts Officer/equivalent and of supervising a Section in PB-2 (Rs. 9300-34800) with Grade Pay of Rs. 4800. Deputation / Transfer on Deputation / on contract basis: i) Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU / PSE:- a) Holding analogous post/ scale, and Possessing educational qualification and experience as prescribed in Col. 7. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose. N.B: Financial Progression as per MHRD guidelines
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Superintendent

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4800/-
5.	Whether selection post or non-selection post	Non Selection
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 to the promotion	Age : No Qualification: Yes
	Amended Provision	Not Applicable
9.	Period of probation, if any	Not Applicable
	Amended Provision	One year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i) 75% by LDE ii) 25% by DPC
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE: Open to the Junior Superintendent/Junior Accounts Officer working in IIT Ropar who have rendered at least 05 years of regular clean service in IIT Ropar in the Grade Pay of Rs. 4200/-. By DPC: From existing Junior Superintendent/Junior Accounts Officer of IIT Ropar with at least 07 years regular clean service in the Grade Pay of Rs. 4200/-. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
	Amended Provision	By LDE: Open to the Junior Superintendent working in IIT Ropar who have rendered at least 05 years of regular clean service in IIT Ropar in the Grade Pay of Rs. 4200/-. By DPC: From existing Junior Superintendent of IIT Ropar with at least 07 years regular clean service in the Grade Pay of Rs. 4200/- N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Junior Superintendent

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Junior Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Master Degree in any discipline from recognized university with at least 55% marks in qualifying degree with 01 year experience as Sr. Assistant or equivalent in the Grade Pay of Rs. 2800/- in Central Govt. / State Govt. / Autonomous Bodies / Public Sector Undertakings.</p> <p style="text-align: center;">OR</p> <p>Bachelors Degree in any discipline from recognized university with at least 55% marks in qualifying degree with 03 years experience as Sr. Assistant or equivalent in the Grade Pay of Rs. 2800/- in Central Govt. / State Govt. / Autonomous Bodies / Public Sector Undertakings.</p> <p>ii) Proficiency in the use of variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Higher Degree / PG Diploma in relevant discipline like H.R, Labour Laws, Financial Management, inter ICWA/ CA etc. from recognized University/ Institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
	Amended Provision	<p style="text-align: center;">Age : No Qualification : Yes</p> <p style="text-align: center;">Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50 % by Direct Recruitment</p> <p>ii) 30% by LDE</p> <p>iii) 20% by DPC</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE: Open to the Senior Assistant/Junior Assistants/ Senior Assistant (Accounts)/Junior Accountant /Junior Assistant (Accounts) of IIT Ropar in the Grade Pay of Rs. 2000/- and above who have rendered at least 05 years of regular clean service IIT Ropar.

		By DPC: From existing Senior Assistant/Junior Assistants/ Senior Assistant (Accounts)/Junior Accountant /Junior Assistant (Accounts) of IIT Ropar with at least 07 years regular clean service in the Grade Pay of Rs. 2000/- and above In IIT Ropar.
	Amended Provision	<p>By LDE: Open to the Senior Assistants of IIT Ropar in the Grade Pay of Rs. 2800/- and above who have rendered at least 05 years of regular clean service IIT Ropar.</p> <p>By DPC: From existing Senior Assistants of IIT Ropar with at least 07 years regular clean service in the Grade Pay of Rs. 2800/- and above in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Senior Assistant

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Senior Assistant
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2800/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Not Applicable
	Amended Provision	Preferably below 30 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Bachelors Degree in any discipline from recognized university with at least 55% marks in qualifying degree with 5 Years of experience as Junior Assistant in GP of Rs.2000/- or above .</p> <p>ii) Proficiency in the use of variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>iii) Having typing speed of 40 w.p.m. / 35 w.p.m. in English and Hindi respectively on computer.</p> <p>iv) The requirement of typing mentioned in the Recruitment rules will not apply in the case of Physically Handicapped persons who are certified as being unable to type by the IIT Ropar Hospital/ Medical Board.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 25 % by Direct</p> <p>ii) 50% by LDE</p> <p>iii) 25% by DPC</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By LDE: Open to Junior Assistant/Junior Assistant (Accounts)/Junior Accountant of IIT Ropar who have rendered at least 05 years of regular clean service in Grade Pay Rs. 2000/- in IIT Ropar.</p> <p>By DPC: From existing Junior Assistant/Junior Assistant (Accounts)/Junior Accountant of IIT Ropar with at least 07 years regular clean service in Grade Pay of Rs. 2000/- In IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
	Amended Provision	By LDE: Open to Junior Assistant of IIT Ropar who have rendered at least 05 years of regular clean service in Grade Pay Rs. 2000/- in IIT Ropar.

		<p>By DPC: From existing Junior Assistant of IIT Ropar with at least 07 years regular clean service in Grade Pay of Rs. 2000/- In IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or <u>Scrutiny / Shortlisting Committee</u> to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Junior Assistant

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Junior Assistant
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 27 years
7.	Educational and other qualifications required for direct recruits	Essential: Bachelors Degree in any discipline from recognized university with at least 55% marks in qualifying degree. Proficiency in the use of variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must. Having typing speed of 40 w.p.m. / 35 w.p.m. in English and Hindi respectively on computer. Desirable: One year relevant experience. Note: The requirement of typing mentioned in the Recruitment rules will not apply in the case of Persons with Disabilities (PwD) persons who are certified as being unable to type by the IIT Ropar Hospital/ Medical Board.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i) 75 % by Direct Recruitment ii) 25% by LDE
	Amended Provision	i) 90 % by Direct Recruitment ii) 10% by LDE NB: Once the internal candidates at the level of Junior Attendant (Semi-Skilled) are adjusted, all the posts will be filled on direct recruitment basis
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE: Open to existing Junior Attendant (Semi-skilled) of IIT Ropar with at least 05 years regular clean service in IIT Ropar.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Accounts Officer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Accounts Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4800/-
5.	Whether selection post or non-selection post	Non Selection
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 to the promotion	Age : No Qualification: Yes
	Amended Provision	Not Applicable
9.	Period of probation, if any	Not Applicable
	Amended Provision	One year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i) 75% by LDE ii) 25% by DPC
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE: Open to Junior Superintendent/Junior Accounts Officer of IIT Ropar in the regular Grade Pay of Rs. 4200/- who have rendered at least 05 years of regular clean service in Grade Pay of Rs. 4200/- in IIT Ropar. By DPC: From existing Junior Superintendent/Junior Accounts Officer of IIT Ropar with at least 07 years regular clean service in the Grade Pay of Rs. 4200/- in IIT Ropar. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
	Amended Provision	By LDE: Open to Junior Accounts Officer of IIT Ropar in the regular Grade Pay of Rs. 4200/- who have rendered at least 05 years of regular clean service in Grade Pay of Rs. 4200/- in IIT Ropar. By DPC: From existing Junior Accounts Officer of IIT Ropar with at least 07 years regular clean service in the Grade Pay of Rs. 4200/- in IIT Ropar. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Junior Accounts Officer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Junior Accounts Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2, Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) M.Com. or equivalent qualification from recognized university with at least 55% marks in qualifying degree with 01 year experience as Sr. Assistant (Accounts) or equivalent in the Grade Pay of Rs. 2800/- in Central Govt. / State Govt. / Autonomous Bodies / Public Sector Undertakings.</p> <p style="text-align: center;">OR</p> <p>B.Com. or equivalent qualification from recognized university with at least 55% marks in qualifying degree with 03 years experience as Sr. Assistant (Accounts) or equivalent in the Grade Pay of Rs. 2800/- in Central Govt. / State Govt. / Autonomous Bodies / Public Sector Undertakings.</p> <p>ii) Knowledge of Accounting Software like Tally, Pay Roll Accounting, e-TDS.</p> <p>iii) Proficiency in typing in English / Hindi on computer, and also in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable:</p> <p>i) Higher Degree / PG Diploma in relevant discipline like HR, Labour Laws, and Financial Management etc from recognized institute.</p> <p>ii) ICWA/CFA (Intermediate) or CA Intermediate</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50 % by Direct Recruitment</p> <p>ii) 30% by LDE</p> <p>iii) 20% by DPC</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which	By LDE: Open to Senior Assistant/Junior Assistants/ Senior Assistant (Accounts)/Junior Accountant /Junior Assistant (Accounts) of IIT Ropar who have rendered at least 05 years of regular clean

	<p>promotion/deputation/transfer is to be made</p>	<p>service in Grade Pay of Rs. 2000/- and above in IIT Ropar.</p> <p>By DPC: From existing Senior Assistant/Junior Assistants/ Senior Assistant (Accounts)/Junior Accountant /Junior Assistant (Accounts) of IIT Ropar with at least 07 years regular clean service in Grade Pay of Rs. 2000/- and above in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
	<p>Amended Provision</p>	<p>By LDE: Open to the Senior Assistant (Accounts) of IIT Ropar in the Grade Pay of Rs. 2800/- and above who have rendered at least 05 years of regular clean service IIT Ropar.</p> <p>By DPC: From existing Senior Assistant (Accounts) of IIT Ropar with at least 07 years regular clean service in the Grade Pay of Rs. 2800/- and above In IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
<p>12.</p>	<p>If a DPC exists, what is the composition</p>	<p>As per IIT Ropar Rules</p>

Recruitment Rules for the Post of Senior Assistant Accounts

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Senior Assistant Accounts
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1, Rs.5200-20200, Grade Pay Rs.2800/-
5.	Whether selection post or non-selection post	Non Selection
6.	Age limit for direct recruits	30 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: B.Com or equivalent qualification from recognized university with at least 55% marks in the qualifying degree with atleast 5 years of experience as Junior Accountant at Grade Pay of Rs. 2400/- or above. Proficiency in Accounting Software like Tally, Pay Roll Accounting, e-TDS etc.</p> <p>Proficiency in typing in English / Hindi on computer, and also in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Having typing speed of 40 w.p.m. / 35 w.p.m. in English and Hindi respectively on computer.</p>
	Amended Provision	<p>Essential: B.Com from recognized university with at least 55% marks in the qualifying degree with atleast 5 years of experience as Junior Accountant / Junior Assistant (Accounts) at Grade Pay of Rs. 2000/- or above. Proficiency in Accounting Software like Tally, Pay Roll Accounting, e-TDS etc.</p> <p>Proficiency in typing in English / Hindi on computer, and also in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Having typing speed of 40 w.p.m. / 35 w.p.m. in English and Hindi respectively on computer.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 25% by Direct ii) 50% by LDE iii) 25% by DPC</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer,	By LDE: Open to Junior Assistant/Junior Assistant (Accounts)/Junior Accountant of IIT Ropar who have rendered at

	<p>grades from which promotion/deputation/transfer is to be made</p>	<p>least 05 years of regular clean service in Grade Pay of Rs. 2000/- and above in IIT Ropar.</p> <p>By DPC: From existing Junior Assistant/Junior Assistant (Accounts)/Junior Accountant of IIT Ropar with at least 07 years regular clean service in Grade Pay of Rs. 2000/- and above in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
	<p>Amended Provision</p>	<p>By LDE: Open to Junior Assistant (Accounts)/Junior Accountant of IIT Ropar who have rendered at least 05 years of regular clean service in Grade Pay of Rs. 2000/- and above in IIT Ropar.</p> <p>By DPC: From existing Junior Assistant (Accounts)/Junior Accountant of IIT Ropar with at least 07 years regular clean service in Grade Pay of Rs. 2000/- and above in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose</p>
<p>12.</p>	<p>If a DPC exists, what is the composition</p>	<p>As per IIT Ropar Rules</p>

Recruitment Rules for the Post of Junior Assistant Accounts

1.	Name of the Post	Junior Assistant Accounts
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 27 years
7.	Educational and other qualifications required for direct recruits	Essential: B.Com or equivalent qualification from recognized university with at least 55% marks in the qualifying degree. Proficiency in Accounting Software like Tally, Pay Roll Accounting, e-TDS etc. Proficiency in typing in English / Hindi on computer, and also in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must. Desirable: One year relevant experience in Finance / Accounts. Having typing speed of 40 w.p.m. / 35 w.p.m. in English and Hindi respectively on computer.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i) 100 % by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

TECHNICAL

Recruitment Rules for the Post of Principal Research Engineer

1.	Name of the Post	Principal Research Engineer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-4 Rs.37400 – 67000, Grade Pay Rs.10000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 55 Years
7.	Educational and other qualifications required for direct recruits	<p>i) M. Tech Degree in Engineering or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 13 years relevant experience.</p> <p style="text-align: center;">OR</p> <p>ii) Ph.D with +8years relevant experience.</p> <p>iii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment / Deputation / Transfer on Deputation /on Contract basis
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NA
12.	If a DPC exists, what is the composition	Not applicable

Recruitment Rules for the Post of Senior Technical Officer

1.	Name of the Post	Senior Technical Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.7600/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 50 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential</p> <p>1. M.Tech Degree in Engineering or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with six years relevant experience in the Grade Pay of Rs. 6600 or equivalent.</p> <p align="center">OR</p> <p>Master Degree in Science/Computer Science or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 05 years relevant experience in the Grade Pay of Rs. 6600 or equivalent.</p> <p align="center">OR</p> <p>Bachelors Degree (four years) in Engineering or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 07 years relevant experience in the Grade Pay of Rs. 6600 or equivalent.</p> <p>2. Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable</p> <p>Ph.D in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institutewith three years relevant experience in the Grade Pay of Rs. 6600 or equivalent.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age No Qualification Yes
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>(i) 75% by Direct Recruitment</p> <p>(ii) 25% by Limited Departmental Examination</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>

11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By Limited Departmental Examination Open to the Technical Officer who have rendered at least 05 years of regular clean service in PB-3, Grade Pay- Rs.6600 in IIT Ropar.</p> <p>By Deputation / Transfer on Deputation / on contract basis (i) A person holding analogous post, or (ii) Having 03 years relevant experience in PB-3 (Rs. 15600-39100/-), Grade Pay of Rs. 6600/-.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Technical Officer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Technical Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>i) M. Tech Degree in Engineering or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with two years relevant experience.</p> <p style="text-align: center;">OR</p> <p>Master Degree in Science/Computer Science or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with four years relevant experience.</p> <p style="text-align: center;">OR</p> <p>Bachelors Degree (four years) or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with five years relevant experience</p> <p>ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
	Amended Provision	<p>M. Tech Degree in Engineering or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with two years relevant experience in the Grade Pay of Rs. 4600/ 4800/ or equivalent.</p> <p style="text-align: center;">OR</p> <p>Master Degree in Science or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with four years relevant experience in the Grade Pay of Rs. 4600/ 4800/ or equivalent.</p> <p style="text-align: center;">OR</p> <p>Bachelors Degree (four years) or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with five years relevant experience in the Grade Pay of Rs. 4600/ 4800/ or equivalent.</p> <p>ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the	<p>Age No</p> <p>Qualification Yes</p>

	promotion	
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50 % by Direct Recruitment ii) 50 % by LDE</p> <p>N.B.- failing which by on Deputation/ Transfer on Deputation /on Contract basis</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By LDE: Open to the Tech. Supdt. of IIT Ropar having Bachelor's degree in Science / Computer Science / Engineering/ Three years Diploma in Engineering after 10+2 and who have rendered at least 05 years of regular clean service as per LDE in PB-2, Grade Pay-Rs. 4800/- in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Technical Superintendent

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Technical Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4800/-
5.	Whether selection post or non-selection post	Non Selection
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 to the promotion	No
	Amended Provision	Age : No Qualification : Yes Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)
9.	Period of probation, if any	Not Applicable
	Amended Provision	One year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i) 75 % by LDE ii) 25% by DPC
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE : Open to the Jr. Tech. Superintendent of IIT Ropar who have rendered at least 05 years of regular clean service in PB-2, Grade Pay – Rs. 4200/- in IIT Ropar. By DPC : From existing Jr. Tech. Superintendent of IIT Ropar with at least 07 years regular clean service in PB- 2, Grade Pay – Rs. 4200/- in IIT Ropar. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Junior Technical Superintendent

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Junior Technical Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Master Degree in Engg./Science/Computer Science or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with one year relevant experience.</p> <p align="center">OR</p> <p>Bachelors Degree (four years) in Engineering or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with two year relevant experience.</p> <p align="center">OR</p> <p>Bachelor's Degree in Science or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with three years relevant experience.</p> <p align="center">OR</p> <p>Three years Diploma in Engineering / Applied Science or equivalent in appropriate field (after 10+2) with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with three years relevant experience.</p> <p>Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
	Amended Provision	<p>Essential: Master Degree in Engg./Science or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with one year relevant experience as Senior Lab Assistant in the Grade Pay – Rs. 2800/- above.</p> <p align="center">OR</p> <p>Bachelors Degree (four years) in Engineering or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with two year relevant experience as Senior Lab Assistant in the Grade Pay – Rs. 2800/- above.</p> <p align="center">OR</p> <p>Bachelor's Degree in Science or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with three years relevant experience as Senior Lab Assistant in the Grade Pay – Rs. 2800/- above.</p> <p align="center">OR</p> <p>Three years Diploma in Engineering / Applied Science or equivalent in appropriate field (after 10+2) with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with three years relevant experience as Senior Lab Assistant in the</p>

		Grade Pay – Rs. 2800/- above Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
	Amended Provision	Age : No Qualification : Yes Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i) 50 % by Direct Recruitment ii) 30% by Promotion iii) 20% by DPC N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE : Open to the Junior Lab Assistant./Senior Lab Assistant of IIT Ropar who have rendered at least 05 years of regular clean service in PB-1, Grade Pay –Rs. 2000/- and above in IIT Ropar. By DPC : From existing Junior Lab Assistant./Senior Lab Assistant of IIT Ropar with at least 07 years regular clean service in PB-1, Grade Pay –Rs. 2000/- and above in IIT Ropar. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
	Amended Provision	By LDE : Open to the Senior Lab Assistants of IIT Ropar who have rendered at least 05 years of regular clean service in Grade Pay –Rs. 2800/- and above in IIT Ropar. By DPC : From existing Senior Lab Assistant of IIT Ropar with at least 07 years regular clean service in Grade Pay –Rs. 2800/- and above in IIT Ropar. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Senior Lab Assistant

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Senior Lab Assistant
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2800/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 30 years
7.	Educational and other qualifications required for direct recruits	<p>(a) Master Degree in Science/Computer Science or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in Science/Engineering or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with two years relevant experience.</p> <p style="text-align: center;">OR</p> <p>Three years Diploma in Engineering / Applied Science or equivalent in appropriate field (after 10+2) with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with three years relevant experience.</p> <p>(b) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
	Amended Provision	<p>(a) Master Degree in Science or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University / Institute.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in Engineering or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with five years of experience as Junior Lab Assistant at GP of Rs. 2000 and above.</p> <p style="text-align: center;">OR</p> <p>Three years Diploma in Engineering / Applied Science or equivalent in appropriate field (After 10+2 with Physics, Chemistry and Maths) with a minimum of 55% marks in the qualifying degree from a recognized Polytechnic/ University/Institute with seven years of experience as Junior Lab Assistant at GP of Rs. 2000 and above.</p> <p>(b) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
	Amended Provision	<p>Age : No</p> <p>Qualification : Yes</p> <p>Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>

9.	Period of probation, if any	Not Applicable
	Amended Provision	One year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i) 25 % by Direct ii) 50% by LDE iii) 25% by DPC
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE: Open to the Junior Lab Assistant of IIT Ropar who have rendered at least 05 years of regular clean service in PB-1, Grade Pay- Rs.2000/- in IIT Ropar. By DPC: from existing Junior Lab Assistant of IIT Ropar with at least 07 years regular clean service in Grade Pay of Rs. 2000/- N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Junior Lab Assistant

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Junior Lab Assistant
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 27 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Bachelor's Degree in Science/Engineering or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute.</p> <p align="center">OR</p> <p>Three years Diploma in Engineering / Applied Science or equivalent in appropriate field (after 10+2) with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with one year relevant experience.</p> <p>Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
	Amended Provision	<p>Essential</p> <p>Master Degree in Science / MCA or equivalent qualification in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute.</p> <p align="center">OR</p> <p>B.Tech / B.E or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University / Institute.</p> <p align="center">OR</p> <p>Bachelor's Degree in Science or equivalent in appropriate filed with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with 2 years relevant experience.</p> <p align="center">OR</p> <p>Three years Diploma in Engineering / Applied Science or equivalent in appropriate filed (after 10+2 with Physics, Chemistry & Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 2 years experience relevant experience.</p> <p>Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power- Point or equivalent is a must</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
	Amended Provision	<p align="center">Age : No</p> <p align="center">Qualification : Yes</p> <p align="center">Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>

9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 75 % by Direct Recruitment ii) 25% by LDE</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
	Amended Provision	<p>i) 90 % by Direct Recruitment ii) 10% by LDE</p> <p>NB: Once the internal candidates at the level of Junior Attendant (Semi-Skilled) are adjusted, all the posts will be filled on direct recruitment basis</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE: Open to existing Junior Attendant (Semi-skilled) of IIT Ropar with at least 05 years regular clean service in IIT Ropar.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Physical Training Instructor

1.	Name of the Post	Physical Training Instructor
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1, Rs. 5200-20200, Grade Pay- Rs. 2800/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 30 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Bachelor's Degree in Physical Education or equivalent in appropriate field with at least 55% marks in the qualifying degree from a recognized University/ Institute.</p> <p style="text-align: center;">OR</p> <p>Three years Diploma (after 10+2) in Coaching from NIS Patiala at least 55% marks in the qualifying diploma with two years experience in University/ Institute in coaching sports.</p> <p>Desirable:</p> <p>(i) Master of Physical Education with at least one Inter University participation.</p> <p>(ii) Experience in Govt. / Autonomous Bodies / or University or College.</p> <p>(iii) Computer course in M.S. Word, Excel, etc. from a reputed Institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Limited Deptt. Exam	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Chief IT Manager

1.	Name of the Post	Chief IT Manager
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-4: 37400-67000 + GP 10000
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 55 Years
7.	Educational and other qualifications required for direct recruits	First Class M.E. / M. Tech in CSE with 10 years experience in Senior Position or B.E/B.Tech / M.Sc (CS) with 15 years experience in Senior Position in Govt. Org./Institute and/or reputed Computer Organisation/Industry.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	(i). 100% by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NA
12.	If a DPC exists, what is the composition	NA

Recruitment Rules for the Post of Systems Engineer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	System Engineer
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3: 15600-39100 + GP 7600
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 50 Years
7.	Educational and other qualifications required for direct recruits	First Class M.E. / M. Tech in CSE with 8 years experience or B.E/B.Tech / M.Sc (CS) with 10 years experience in Senior Position in Govt. Org./Institute and/or reputed Computer Organisation /Industry.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
	Amended Provision	Age : No Qualification : Yes Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	(i). 75% by Direct Recruitment (ii). 25% by LDE N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE : open to the Assistant Systems Engineer of IIT Ropar in the Grade Pay of Rs. 6600/- who have rendered at least 05 years of regular clean service as assistant systems engineer level in IIT Ropar. Deputation/ Transfer on Deputation/on Contract basis: Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU/ Industry: a) Holding analogous post or With at least 5 years' service in posts carrying Grade Pay of Rs. 6600/- or its equivalent. b) Possessing educational qualification and experience as prescribed in Col.7 N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	

Recruitment Rules for the Post of Assistant Systems Engineer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Assistant System Engineer
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 45 Years
	Amended Provision	Preferably below 40 years
7.	Educational and other qualifications required for direct recruits	<p>Ist class B. Tech / M.Sc in CSE with 6 years of relevant experience in Govt. Org./Institute and/or reputed Computer Organisation/ Industry</p> <p style="text-align: center;">OR</p> <p>First Class M.E. / M. Tech in CSE with 4 years experience Govt. Org./Institute and/or reputed Computer Organisation/ Industry</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
	Amended Provision	<p>Age : No</p> <p>Qualification : Yes</p> <p>Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	<p>(i). 50 % by Direct Recruitment</p> <p>(ii). 50% by LDE</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By LDE : Open to System Superintendent of IIT Ropar with 5 years of experience in PB-2 with GP- 4800/- and above in IIT Ropar.</p> <p>N.B.: Non Functional up-gradation as per Institute rules.</p>
12.	If a DPC exists, what is the composition	As per the IIT Ropar Rules

Recruitment Rules for the Post of System Superintendent

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	System Superintendent
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group-B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4800/-
5.	Whether selection post or non-selection post	Non-Selection
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 to the promotion	Not Applicable
9.	Period of probation, if any	One year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	(i). 25 % by Direct Recruitment (ii). 50% by LDE (iii). 25 by DPC N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
	Amended Provision	(i). 75% by LDE (ii). 25 by DPC N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE: Open to the Junior Systems Superintendent/Junior Technical Superintendent who have rendered at least 05 years of regular clean service in PB-2, Grade Pay – Rs. 4200/- in IIT Ropar. By DPC: From existing Junior Systems Superintendent/Junior Technical Superintendent of IIT Ropar with at least 07 years regular clean service in PB- 2, Grade Pay – Rs. 4200/- in IIT Ropar. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Junior System Superintendent

1.	Name of the Post	Junior System Superintendent
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2: 9300-34800 + GP 4200
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 32 Years
7.	Educational and other qualifications required for direct recruits	B.E/B.Tech/MCA/M.Sc with 2 years experience in Govt. Org./Institute and/or reputed Computer Organisation/Industry OR First Class M.E. / M. Tech in CSE
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NA
12.	If a DPC exists, what is the composition	NA

SERVICES

Recruitment Rules for the Post of Deputy Sports Officer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Deputy Sports Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
	Amended Provision	Group B
4.	Scale of Pay	PB-2 (Rs. 9300-34800) GP- 4800/-
5.	Whether selection post or non-selection post	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 to the promotion / Limited Deptt. Exam	Age : No Qualification : Yes
	Amended Provision	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	(i). 50% by LDE (ii). 50% by DPC N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
	Amended Provision	(i) 75 % by LDE (ii) 25 % by DPC N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE: Open to the Physical Education Officer of IIT ropar in the Grade pay of Rs. 4200/- who have rendered at least 05 years of regular clean service in IIT Ropar. By DPC: From existing Physical Education Officer of IIT Ropar with at least 07 years regular clean service in the Grade pay of Rs. 4200/- in IIT Ropar. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Center concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per the IIT Ropar rules.

Recruitment Rules for the Post of Physical Education Officer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Physical Education Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 - Rs. 9300-34800, Grade Pay- Rs. 4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Graduate with Bachelor in Physical Education (B.P. Ed.) or its equivalent with at least 55% marks in the qualifying degree from a recognized University/Institute with at least 02 years of coaching experience in a University/Institute.</p> <p>Desirable:</p> <p>i) Master of Physical Education with at least one Inter University participation.</p> <p>ii) At least one year experience in Govt. / Autonomous Bodies / or University or College.</p> <p>iii) Computer course in M.S. Word, Excel, etc. from a reputed Institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Limited Deptt. Exam	Not Applicable
	Amended Provision	<p>Age : No</p> <p>Qualification : Yes</p> <p>Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>(i) 50% by Direct Recruitment</p> <p>(ii) 50% by LDE</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By LDE: Open to the existing Sports personnel (Physical Training Instructor) working in IIT Ropar in the Grade Pay of Rs.2800/- who have rendered at least 05 years of regular clean service as Sports personnel (Physical training Instructor in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Physical Training Instructor

13.	Name of the Post	Physical Training Instructor
14.	No. of Post(s)	As per sanctioned strength
15.	Classification	Group C
16.	Scale of Pay	PB-1, Rs. 5200-20200, Grade Pay- Rs. 2800/-
17.	Whether selection post or non-selection post	Selection
18.	Age limit for direct recruits	Preferably below 30 Years
19.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Bachelor's Degree in Physical Education or equivalent in appropriate field with at least 55% marks in the qualifying degree from a recognized University/ Institute.</p> <p style="text-align: center;">OR</p> <p>Three years Diploma (after 10+2) in Coaching from NIS Patiala at least 55% marks in the qualifying diploma with two years experience in University/ Institute in coaching sports.</p> <p>Desirable:</p> <p>(i) Master of Physical Education with at least one Inter University participation.</p> <p>(ii) Experience in Govt. / Autonomous Bodies / or University or College.</p> <p>(iii) Computer course in M.S. Word, Excel, etc. from a reputed Institute.</p>
20.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Limited Deptt. Exam	Not Applicable
21.	Period of probation, if any	One Year
22.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
23.	In case of recruitment by promotion / by deputation / transfer, grades from which promotion / deputation / transfer is to be made	Not Applicable
24.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Senior Student Counselor

1.	Name of the Post	Senior Student Counselor
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.7600/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 50 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Ph.D. with Masters in Psychology with at least 55% marks in the qualifying degree from a recognized University / Institute.</p> <p>Experience: 05 years experience of Counseling in the Grade Pay of Rs. 5400 or equivalent which includes 01 year of Clinical experience in a Mental Health Center plus 03 years in the post of a regular full time Counsellor, preferably in an Educational/Counseling Center.</p> <p style="text-align: center;">OR</p> <p>In case of M.A /M.Phil essential requirement of at least 12 years of counseling experience in the post of a Counsellor out of which 05 years in the Grade Pay of Rs. 5400 or equivalent in an Educational/ Mental health Center. Require good oral, written skills, ability to communicate adequately with diverse students and employ population.</p> <p>Job Requirement: The job would involve active counseling of students largely in the 16-28 age groups, organisational work in connection with developing a suitable counseling programme for students and liaison work with professional volunteer agencies and hospitals for the benefit of the student population of the Institute. Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Assistant Student Counselor

1.	Name of the Post	Assistant Student Counselor
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: M.A in Psychology and Graduation in Psychology with at least 55% marks from a recognized University / Institute.</p> <p>Experience: 05 years experience of Counseling which includes 01 year of Clinical experience in a Mental Health Centre plus 03 years experience in the post of a regular full time Counsellor, preferably in an Educational/ Counseling Center. Require good oral, written skills, ability to communicate adequately with diverse students and employ population.</p> <p>Job Requirement: The job would involve active counseling of students largely in the 16-28 age groups, organisational work in connection with developing a suitable counseling programme for students and liaison work with professional volunteer agencies and hospitals for the benefit of the student population of the Institute.</p> <p>Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Additional qualification in Mental Health or Counseling.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Industry Liaison Officer

1.	Name of the Post	Industry Liaison Officer
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.7600/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 50 Years
7.	Educational and other qualifications required for direct recruits	Essential: Master's degree in Engineering / Technology with at least 55% marks in the qualifying degree from a recognized University / Institute with at least of 05 years experience in teaching/research/ Training & Placement of Engineering personnel/Industry or Academic Administration in GP 5400 or equivalent OR Bachelor's degree in Engineering / Technology with at least 55% marks in the qualifying degree from a recognized University / Institute with at least of 07 years experience in teaching/research/ Training & Placement of Engineering personnel/Industry or Academic Administration in GP 5400 or equivalent
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	(i) 100 % by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NA
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Public Relation Officer

1.	Name of the Post	Public Relation Officer
2.	No. of Post(s)	As per the sanctioned post
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: Master's degree in Journalism & Mass Communication/ Public Relations or its equivalent or a Master's degree in English or Hindi & Postgraduate Diploma in Journalism/ Mass Communication/ Public Relations with at least 55% marks from a recognized University / Institute with at least five (05) years of relevant experience. Proficiency in the use of variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Experience of working in a Government Institution/ University in the preparation of press-brief, handling print and electronic media, stakeholders/client meet, relationship management, branding and publication of newsletters, bulletins and/or annual reports.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100% by Direct Recruitment</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NA
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Library Information Officer
(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Library Information Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4800/-
5.	Whether selection post or non-selection post	Non Selection
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 to the promotion	No
9.	Period of probation, if any	Not Applicable
	Amended Provision	One year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	i) 75 % by LDE ii) 25% by DPC
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	By LDE : Open to the Senior Library Information Assistants of IIT Ropar who have rendered at least 05 years of regular clean service in PB-2, Grade Pay – Rs. 4200/- in IIT Ropar. By DPC: From existing Senior Library Information Assistants of IIT Ropar with at least 07 years regular clean service in PB- 2, Grade Pay – Rs. 4200/- in IIT Ropar. N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Senior Library Information Assistant

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Senior Library Information Assistant
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) M. Lib.Sc. / MLISc or equivalent from recognized University/Institute with at least 55% marks in the qualifying degree.</p> <p style="text-align: center;">OR</p> <p>Master's Degree in Arts/Science/ Commerce or any other discipline with and also B. Lib.Sc. / BLISc with at least 55% marks from recognized University/Institute.</p> <p>ii) Post Graduate Diploma / Certificate Course in Computer Application / Library Automation from a recognized Institute with minimum of 06 months duration.</p> <p>iii) At least 03 years working experience in a reputed library.</p> <p>iv) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Knowledge of Library Automation activities.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
	Amended Provision	<p>Age : No</p> <p>Qualification : Yes</p> <p>Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50 % by Direct Recruitment</p> <p>ii) 30% by LDE</p> <p>iii) 20% by DPC</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By LDE : Open to the Lib. Info. Assistant of IIT Ropar who have rendered at least 05 years of regular clean service in PB-1, Grade Pay- Rs. 2800/- in IIT Ropar.</p> <p>By DPC: Open to the Lib. Info. Assistant of IIT Ropar who have rendered at least 07 years of regular service in PB-1, Grade Pay- Rs. 2800/- in IIT Ropar.</p>

		N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Library Information Assistant

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Library Information Assistant
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2800/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 30 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) M. Lib. Sc. / MLISc or equivalent from recognized University/Institute with at least 55% marks in the qualifying degree.</p> <p style="text-align: center;">OR</p> <p>Master's Degree in Arts / Science / Commerce or any other discipline and also B.Lib.Sc. / BLISc with at least 55% marks in the qualifying degree from recognized University/ Institute.</p> <p>ii) At least 01 years working experience in a reputed library.</p> <p>iii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Knowledge of Library Automation activities.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
	Amended Provision	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100 % by Direct Recruitment</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Chief Medical Officer

1.	Name of the Post	Chief Medical Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB4 Rs.37400-67000, Grade Pay Rs.10000/- Plus Non Practicing Allowance
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 55 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: M.D. or M.S. Degree in a clinical discipline with an outstanding educational background.</p> <p>In addition to essential educational qualification, minimum 15 years professional experience, out of which 07 years in the Grade Pay of Rs. 8700/- or equivalent. Administrative experience in the capacity of being in-charge of an Institute / Research Organization / Industrial – township hospital.</p> <p>Desirable: P.G. Degree / Diploma in Hospital Administration.</p> <p>Job Profile: The candidate will be expected to take complete administrative charge of the IIT Hospital. The candidate will also be expected to plan for the future expansion of IIT Hospital as also to provide health related advice to the Institute functionaries.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100 % Direct / Deputation / Transfer on Deputation /Contract</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institutes of national importance:-</p> <p>i) Person having served as CMO (NSFG) analogous post. ii) Having at least 07 years relevant experience in PB-4 with Grade Pay of Rs. 8700/- or equivalent; and Possessing educational qualification and experience as prescribed in Col. 7.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Medical Officer

1.	Name of the Post	Medical Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: M.D or M.S in an appropriate branch of Medicine OR Postgraduate Diploma in an appropriate branch of Medicine plus at least one year experience in a recognized hospital. OR M.B.B.S. including completion of compulsory rotatory internship followed by at least 03 years of experience in a recognized hospital.</p> <p>Desirable: i) The above qualifications Diploma / MD / MS preferably in medicine, chest diseases, pediatrics, Obstetrics and Gynecology & family medicine. ii) The work experience should be in a medical college or large Govt. / private Hospital.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100% by Direct recruitment N.B.- failing which by on Deputation/ Transfer on Deputation /on Contract basis</p> <p>NB: Financial up-gradation as per DACP (Ministry of Health and Family Welfare)</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NB: Promotion as per DACP Scheme of Ministry of Health and Family Welfare as amended from time to time.
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Staff Nurse

1.	Name of the Post	Staff Nurse
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Intermediate (10+2 with Science) OR equivalent and must have passed the examination held by the Nursing Council with 3 years course in General Nursing and Mid-wifery with at least 55 % marks from recognized Board/ Institute.</p> <p>ii) Registered as A grade Nurse with Nursing Council.</p> <p>iii) At least 03 years of relevant experience in a hospital</p> <p>Desirable: B.Sc. (Nursing) from a recognized University/ Institute with one year of relevant experience.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100 % by Direct Recruitment</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Pharmacist

1.	Name of the Post	Pharmacist
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-1 (Rs. 5200-20200) Grade Pay- Rs. 2800/- After two years pharmacist will be placed in PB-2, G.P- Rs. 4200 vide letter No. FNO/17-3/2010TS/pt/ File I dt 30.05.2011.
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 30 years
7.	Educational and other qualifications required for direct recruits	Essential: i) Degree in Pharmacy (B. Pharma) from a recognized University/ Institute with at least 55 % marks plus 02 years of relevant experience. OR Three years Diploma (after 10+2) in Pharmacy from a recognized University/ Institute with at least 55 % marks plus 03 years of relevant experience. ii) Should be registered as a 'Pharmacist' under the Pharmacy Act, 1948. i) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100% by Direct recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Nursing Orderly

1.	Name of the Post	Nursing Orderly
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 27 years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Intermediate (10+2 with Science) OR equivalent from recognized Board with at least 55% marks in the qualifying course.</p> <p>ii) Elementary knowledge of First Aid from St. John's Ambulance or Indian Red Cross Society plus two years experience in handling and dressing wounds in Govt. approved/ Registered Nursing Home / Hospital.</p> <p>iii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Institute Engineer

1.	Name of the Post	Institute Engineer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-4 Rs.37400-67000, Grade Pay Rs.10000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 55 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Master' degree in appropriate branch of Engineering/ Technology or equivalent from a recognized university/Institute with at least 55 % marks in the qualifying degree.</p> <p>ii) At least 15 years relevant experience out of which at least 08 years as Executive Engineer in the Grade Pay of Rs.7600/- and at least 03 years of regular clean service in Grade Pay of Rs.8700/- at the level of Superintendent Engineer.</p> <p style="text-align: center;">OR</p> <p>iii) Bachelor's degree in the appropriate branch of Engineering/ Technology or equivalent from a recognized University/Institute with at least 55 % in the qualifying degree.</p> <p>iv) At least 15 years relevant experience out of which at least 05 years of regular clean service in the Grade Pay of Rs. 8700/- at the level of Superintending Engineer and at least 08 years in Grade Pay of Rs. 7600/- as Executive Engineer.</p> <p>v) Experience in handling construction and construction management related software, like computer- aided Design (CAD) etc.</p> <p>Desirable:</p> <p>i) Experience in the line of coordination & supervision of construction and maintenance of civil works (including Public Health) in Public Works Department.</p> <p>ii) At IIT Ropar, the Institute Engineer also holds the charge of Estate Officer of the Institute and hence knowledge of Estate matters & public premises act/ rules are desirable.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100% by Direct Recruitment</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>

11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By Deputation/Transfer on Deputation/on contract basis:</p> <p>i) A person holding analogous post , or Having at least 05 years of relevant experience in PB-4 (Rs. 37400- 67000), Grade Pay of Rs. 8700/- at the level of Superintending Engineer or at least 08 years in Grade Pay of Rs. 7600/- at the level of Executive Engineer.</p> <p>ii) Possessing educational qualification and experience as prescribed in Col. 7</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Superintending Engineer

1.	Name of the Post	Superintending Engineer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-4 Rs.37400-67000, Grade Pay Rs.8700/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 55 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Master' degree in appropriate branch of Engineering/ Technology or equivalent from a recognized university/Institute with at least 55 % marks in the qualifying degree.</p> <p>ii) At least 10 years relevant experience out of which at least 05 years as Executive Engineer in the Grade Pay of Rs.7600/- (Senior Scale) or at least 13 years of regular clean service in Grade Pay of Rs.6600/- at the level of Executive Engineer.</p> <p style="text-align: center;">OR</p> <p>i) Bachelor's degree in the appropriate branch of Engineering/ Technology or equivalent from a recognized University/Institute with at least 55 % in the qualifying degree.</p> <p>ii) At least 12 years relevant experience out of which at least 05 years of regular clean service in the Grade Pay of Rs. 7600/- at the level of Executive Engineer (Senior Scale) or at least 15 years in Grade Pay of Rs. 6600/- at the level of Executive Engineer.</p> <p>iii) Experience in handling construction and construction management related software, like computer- aided Design (CAD) etc.</p> <p>Desirable:</p> <p>i) Experience in the line of coordination & supervision of construction and maintenance of civil works (including Public Health) in Public Works Department.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which	By Deputation/Transfer on Deputation/on contract basis: i) A person holding analogous post, or Having at least 05

	promotion/deputation/transfer is to be made	<p>years relevant experience in PB-3 (Rs. 15600-39100), Grade Pay of Rs. 7600/- at the level of Executive Engineer (Senior Scale).</p> <p>ii) Possessing educational qualification and experience as prescribed in Col. 7</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Executive Engineer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Executive Engineer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs. 7600/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 45 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Master' degree or equivalent in Engineering (Electrical/Civil Engineering) from a recognized university/Institute with at least 55 % marks in the qualifying degree.</p> <p>ii) At least 05 years relevant experience at the level of Assistant Executive Engineer in PB-3 and Grade Pay of Rs.5400 from CPWD / PWD or similar organized services / semi govt. / PSU / Statutory or autonomous organization / universities / reputed institutes / organizations under central / state govt.</p> <p style="text-align: center;">OR</p> <p>i) Bachelor's degree or equivalent in the Engineering (Electrical/Civil Engineering) from a recognized University/Institute with at least 55 % marks in the qualifying degree.</p> <p>ii) At least 7 years experience in relevant field at the level of Assistant Executive Engineer in PB-3 and Grade pay of Rs.5400/- from CPWD/PWD or similar organized services/semi govt./PSU/ Statutory or autonomous organization/universities/reputed institutes/organizations under central/state govt.</p> <p>iii) Experience in handling construction and construction management related software, like computer- aided Design (CAD) etc.</p> <p>Desirable:</p> <p>i) Proven Track record of handling projects/works in reputed organization of relevant magnitude and qualities</p> <p>ii) Experience of working with High Tension lines, electrical maintenance, planning and execution of electrical works or civil engineering, designing and estimation, construction management etc., as relevant to the profession.</p> <p>iii) Proficiency in the use of variety of computer office application, MS word, Excel, Power Point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	Not Applicable
	Amended Provision	Age : No Qualification : Yes

		Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50% by Direct Recruitment ii) 50% by LDE</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By LDE: Open to the Assistant Executive Engineer who have rendered at least 6 years of regular clean service in PB-3, Grade Pay- Rs.5400/- in IIT ropar</p> <p>By Deputation/Transfer on Deputation/on contract basis:</p> <p>i) A person holding analogous post, or having at least 05 years relevant experience in PB-3 Rs. 15600-39100, Grade Pay of Rs. 5400/- at the level of Assistant Executive Engineer.</p> <p>ii) Possessing educational qualification and experience as prescribed in Col. 7</p> <p>N.B.- 1. The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B.-2. After 5 years of service with grade pay of Rs.7600/- an incumbent will automatically move to the higher GP of Rs.8700/- with the same designation.</p> <p>NB: The Existing incumbent once moved to 7600/-, (after five years of regular service in GP of Rs.6600), the post will be filled with GP of Rs. 7600/- only as per the Education Qualification & experience mentioned in Clause 7 as above.</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules.

Recruitment Rules for the Post of Assistant Executive Engineer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Assistant Executive Engineer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Bachelor's Degree or equivalent in Engineering (Electrical / Civil Engineering) from a recognized University/ Institute with at least 55% marks in the qualifying degree plus 03 years relevant experience in the Grade Pay of Rs. 4600/-.</p> <p align="center">OR</p> <p>Three years Diploma in Engineering (Electrical / Civil Engineering) from a recognized university/Institute with at least 55% marks in the qualifying degree plus 08 years relevant experience, out of which, at least 05 years should be in the Grade Pay Rs. 4600/-.</p> <p>ii) Experience in handling construction & construction management related software, like Computer-aided Design (CAD) etc.</p> <p>Desirable:</p> <p>i) Experience in handling large construction projects.</p> <p>ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	Not Applicable
	Amended Provision	<p align="center">Age : No Qualification : Yes</p> <p align="center">Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50% by Direct Recruitment</p> <p>ii) 50% by LDE</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which	By LDE : Open to the Asstt. Engineer of IIT Ropar with at least 05 years of regular clean service in PB-2, Grade Pay- Rs. 4800/- in IIT Ropar or Jr. Engineer of IIT Ropar who have rendered at least

	<p>promotion/deputation/transfer is to be made</p>	<p>08 years of experience out of which 05 years of experience in Grade Pay of Rs. 4800/- ion IIT Ropar.</p> <p>Deputation / Transfer on Deputation / on contract basis: i) A person holding analogous post, or Having 03 years relevant experience in PB-2 (Rs. 9300-34800/-), Grade Pay of Rs. 4600/-.</p> <p>ii)Possessing educational qualification and experience as prescribed in Col. 7</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	<p>If a DPC exists, what is the composition</p>	<p>As per IIT Ropar Rules.</p>

Recruitment Rules for the Post of Assistant Engineer

1.	Name of the Post	Assistant Engineer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4800/-
5.	Whether selection post or non-selection post	Non Selection
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 to the promotion / Promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 75% by LDE ii) 25% by DPC</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By LDE: Open to the Jr. Engineers of IIT Ropar who have rendered at least 05 years of regular clean service in PB-2, Grade Pay- Rs. 4200/- in IIT Ropar.</p> <p>By DPC: Open to the Jr. Engineers of IIT Ropar who have rendered at least 07 years of regular clean service in PB-2, Grade Pay- Rs. 4200/- in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules.

Recruitment Rules for the Post of Junior Engineer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Junior Engineer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Bachelors Degree or equivalent in Engineering (Electrical /Civil Engineering) from a recognized university/Institute with at least 55% marks in the qualifying degree plus 02 years of relevant experience. Persons with Mechanical / Air-Conditioning / Computer / Networking / Electronics & Communication Engineering backgrounds may also be considered subject to requirement.</p> <p style="text-align: center;">OR</p> <p>03 years Diploma in Engineering (Electrical / Civil Engineering) from a recognized university/Institute (after 10+2) with at least 55% marks in the qualifying degree plus 05 years of relevant experience. Persons with Mechanical / Air-Conditioning / Computer / Networking / Electronics & Communication Engineering backgrounds may also be considered subject to requirement.</p> <p>ii) Expertise in using software relevant to the job profile. Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</p> <p>Desirable: Experience of having worked with large projects.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	No
	Amended Provision	<p style="text-align: center;">Age : No Qualification : Yes Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100 % by Direct Recruitment</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to	Not Applicable

	be made	
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

Recruitment Rules for the Post of Hospitality Supervisor

1.	Name of the Post	Hospitality Supervisor
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-1, Rs. 5200-20200 Grade Pay- Rs. 2800/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 30 Years
7.	Educational and other qualifications required for direct recruits	Essential: i) Degree in Hotel Management or equivalent with at least 55% marks in the qualifying degree from a recognized University / Institute with at least 02 years experience in hotels / hostels of Educational Institute / Guest Houses of Public Sector Undertaking / Government Organization etc. ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment. N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NA
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Security Officer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Security Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3, Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Commissioned Officer of Army / Navy / Air Force or Deputy Superintendent of Police or Assistant Commandant of Police / Security Force having a Bachelors degree or equivalent from a recognized University/Institute with at least 55% marks in the qualifying degree with 06 years relevant experience.</p> <p style="text-align: center;">OR</p> <p>A Bachelor's degree from a recognized University/Institute with at least 55% marks in the qualifying degree with overall 15 years relevant experience out of which at least 05 years experience in the Grade Pay of Rs. 4600/- or its equivalent in the Police or in a big security organization.</p> <p>ii) Should be able to ride motor cycle, motor car and handle fire arms</p> <p>iii) Should be of sound health and active habits.</p> <p>iv) Should be conversant with security rules and procedures to deal with Police and the Public.</p> <p>Desirable:</p> <p>i) Training, conducting enquires & investigation, managing contacts and handling emergency situation like Fire Fighting, Rescue Operations, Floods, Earthquake etc.</p> <p>ii) Possessing a Diploma certificate in Security operations / Fire safety and disaster management from a recognized University / Institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
	Amended Provision	Age : No Qualification : Yes Subject to provision of Clause 5 (v) of Recruitment Rules and Promotion Policy)
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>i) 50% by Direct Recruitment</p> <p>ii) 50 % by LDE</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>

11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>By LDE : Open to the Asstt. Security Officer Cum Fire Inspector of IIT Ropar who have rendered at least 05 years of regular clean service in PB-2, Grade Pay-Rs. 4800/- in IIT Ropar.</p> <p>By Deputation/Transfer on Deputation/on contract basis Officers of the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU:-</p> <p>i) Holding analogous post on regular basis, and</p> <p>ii) Possessing educational qualification and experience as prescribed in Col. 7 or working as Asstt. Security Officer Cum Fire Inspector in PB-2 with Grade Pay of Rs. 4600/- for a period of 05 years.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Assistant Security Officer cum Fire Inspector

1.	Name of the Post	Assistant Security Officer cum Fire Inspector
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	Essential: i) Graduate in any discipline with at least 55 % marks in the qualifying degree from a recognized University/ Institute and 05 years relevant experience. ii) Should have Military or NCC & Fire Fighting Training, Risk & Disaster Management Training/ First Aid. iii) Be able to ride light vehicle / motor cycle and handle fire arms + having sound health and active habits, conducting enquires & investigation and managing contacts.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis..
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Hindi Officer

1.	Name of the Post	Hindi Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-3 Rs.15600-39100, Grade Pay Rs.5400/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Master's Degree of a recognized University in Hindi with English as a main subject at Degree level with at least 55% marks in the qualifying degree from a recognized University / Institute.</p> <p style="text-align: center;">OR</p> <p>ii) Master's Degree of a recognized University or equivalent in English with Hindi as a subject at Degree level with at least 55% marks in the qualifying degree from a recognized University / Institute.</p> <p style="text-align: center;">OR</p> <p>iii) Master's Degree of a recognized University or equivalent in any subject with Hindi and English as a subject at Degree level with at least 55% marks in the qualifying degree from a recognized University / Institute. OR Master's Degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the Degree level with at least 55% marks in the qualifying degree from a recognized University / Institute.</p> <p style="text-align: center;">OR</p> <p>iv) Master's Degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at the Degree level with at least 55% marks in the qualifying degree from a recognized University / Institute.</p> <p style="text-align: center;">OR</p> <p>v) Ten Year's experience of terminological work in Hindi and /translation work from English to Hindi or vice-versa, preferably of technical or scientific literature. OR Ten year's experience of teaching, research, writing or journalism in Hindi.</p> <p>Desirable:</p> <p>(a) Knowledge of Sanskrit/ or a modern Indian language.</p> <p>(b) Administrative experience of organizing Hindi classes or workshops for noting and drafting.</p> <p>(c) Knowledge of Computer Applications.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether	100 % by Direct Recruitment.

	by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis..
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable N.B.: Non Functional up-gradation as per MHRD.
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Hindi Translator

1.	Name of the Post	Hindi Translator
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 ,Rs. 9300-34800 , Grade Pay- Rs. 4800/-
5.	Whether selection post or non-selection post	Non Selection
6.	Age limit for direct recruits	NA
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by LDE N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Junior Hindi Translator

1.	Name of the Post	Junior Hindi Translator
2.	No. of Post(s)	01
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) Postgraduate degree in Hindi preceded by a Bachelor's degree with English as a subject.</p> <p style="text-align: center;">OR</p> <p>ii) Bachelor's degree with Hindi as one compulsory subject and post-graduation in English from any recognized University with at least one year of relevant translation experience with essential working expertise in computer applications in Hindi and English.</p> <p style="text-align: center;">OR</p> <p>iii) English as an essential subject at the level of 10+2 (12th) and thereafter Bachelor's degree with Hindi as a main subject and at least 03 years experience of translation from Hindi to English and vice versa in any Central/State Government organization or any other government/semi-government organization</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	<p style="text-align: center;">100 % by Direct Recruitment</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NA
12.	If a DPC exists, what is the composition	NA

Recruitment Rules for the Post of Sanitary Inspector

1.	Name of the Post	Sanitary Inspector
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	PB-2 Rs.9300-34800, Grade Pay Rs.4200/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 35 Years
7.	Educational and other qualifications required for direct recruits	Essential: Three years Diploma (after 10+2 with Science) in Sanitary Inspector Course from a recognized University/Institute with at least 55% marks in the qualifying degree with three years relevant experience. Desirable: Having experience in handling equipments of mechanize cleaning and disposal, and good knowledge of maintaining hygiene.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Assistant Mess Manager

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Assistant Mess Manager
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2800/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 27 Years
	Amended Provision	Preferably below 30 Years
7.	Educational and other qualifications required for direct recruits	Essential: Degree in Hotel Management or equivalent with at least 55% marks in the qualifying degree from a recognized University / Institute with at least 02 years experience in hotels / hostels of Educational Institute / Guest Houses of Public Sector Undertaking / Government Organization etc. Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must
	Amended Provision	Essential: Degree in Hotel Management or equivalent with at least 55% marks in the qualifying degree from a recognized University / Institute with at least 05 years experience in hotels / hostels of Educational Institute / Guest Houses of Public Sector Undertaking / Government Organization etc at GP of Rs. 2000 and above . Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Assistant Caretaker

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Assistant Caretaker
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	PB-1 Rs.5200-20200, Grade Pay Rs.2800/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 30 Years
7.	Educational and other qualifications required for direct recruits	Essential: Degree in Hotel Management or equivalent with at least 55% marks in the qualifying degree from a recognized University / Institute with at least 02 years experience in hotels / hostels of Educational Institute / Guest Houses of Public Sector Undertaking / Government Organization etc. Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must
	Amended Provision	Essential: Degree in Hotel Management or equivalent with at least 55% marks in the qualifying degree from a recognized University / Institute with at least 05 years experience in hotels / hostels of Educational Institute / Guest Houses of Public Sector Undertaking / Government Organization etc at GP of Rs. 2000 and above. Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer, grades and percentage of the vacancies to be filled by various methods	100 % by Direct Recruitment. N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	NA
12.	If a DPC exists, what is the composition	NA

Recruitment Rules for the Post of Placement and Corporate Relations Manager

1	Name of the Post	Placement and Corporate Relations Manager
2	No. Of Post(s)	As per sanctioned strength
3	Classification	Group A
4	Scale of Pay	PB-3 Rs. 15600-39100, Grade Pay Rs. 5400/-
5	Whether selection post or non-selection post	Selection
6	Age limit for direct recruits	Preferably below 40 Years
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>Two years PG degree in management with specialisation in HR from a recognized university or equivalent after a Bachelor's degree in engineering- based discipline from a recognized university with at least 55% marks or equivalent or 5.5CGPA in qualifying degree with at least five years working experience in below mentioned areas of which 2 year in GP of Rs. 4800/- or equivalent in the reputed organization/institution:</p> <ul style="list-style-type: none"> • Understanding of underlying scientific principles and technology with an industry and corporate relations perspective. • Demonstrated communication skills and capabilities to represent the organization's interest with business, research and human resource leadership for industries in India and abroad. • Working and liasoning with students and /or corporate. • Handling Career development processes at any organization. • Experience in conducting professional and technical training for students at undergraduate and post undergraduate level. <p>Desirable:</p> <ol style="list-style-type: none"> i. Preference will be given to candidates possessing MBA degree having relevant experience in an educational institute catering to high quality and impact research and well developed industrial academic interface. ii. Having Competencies for office planning and organizing, building relations with public and private sectors, national and state government, team management, good working

		knowledge and understanding of data analysis and management(e.g., strong quantitative and analytical skills, effective verbal and written communication skills as well as proficiency in English, hands on experience with Google applications, and other enterprise services, Web applications, online promotional and social media tools.
8	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9	Period of probation, if any	One Year
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment N.B.- failing which by on Deputation/Transfer on Deputation/on Contract basis
11	In case of recruitment by promotion/ by deputation/ transfer, grade from which promotion/deputation/ transfer is to be made	N.B.- Financial Progression as per MHRD Guidelines
12	If a DPC exists, what is the composition	Not Applicable

ACADEMIC

Recruitment Rules for the Post of Librarian

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-4 Rs.37400-67000, AGP Rs.10000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 57 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential: A Master's Degree in Library Science / Information Science/ Documentation with at least 55% marks or its equivalent Grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.</p> <p>At least thirteen years as a Deputy Librarian in a University Library or eighteen years experience as a College Librarian.</p> <p>Evidence of innovative library service and organization of published work.</p> <p>Desirable: A M.Phil./ Ph.D. Degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript keeping.</p> <p>NB: Educational Qualification and Experience will be as per UGC guidelines as amended from time to time.</p>
	Amended Provision	<p>Essential: A Master's Degree in Library Science / Information Science/ Documentation with at least 55% marks or its equivalent Grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.</p> <p>At least thirteen years as a Deputy Librarian in a University Library or eighteen years experience as a College Librarian.</p> <p>Evidence of innovative library service and organization of published work.</p> <p>Desirable: A M.Phil./ Ph.D. Degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript keeping.</p> <p>NB: Educational Qualification and Experience will be as per MHRD guidelines as amended from time to time.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or	100% by Direct Recruitment

	by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>Deputation/Transfer on Deputation/on contract basis: Officers from the Library of Central / State Governments or Institutes of national importance or Universities / Deemed University level Institution or PSU/ Industry:</p> <p>i) Holding analogous post or with at least 3 years service in posts carrying Grade Pay of Rs. 9000/- or its equivalent and having experience in administration, establishment and accounts matters of the Library.</p> <p>iii) Possessing educational qualification and experience as prescribed in Col. 7.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Deputy Librarian
(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Deputy Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3, Rs. 15600-39100, AGP- Rs. 8000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 50 Years
7.	Educational and other qualifications required for direct recruits	Essential: A Master's Degree in Library Science / Information Science/ Documentation with at least 55% of the marks or its equivalent Grade of B in the UGC seven point scale and a consistently good academic record. 05 years experience as an Assistant University Librarian/ College Librarian. Evidence of innovative library service and organization of published work and professional commitment, computerization of library. Desirable: A M.Phil./ Ph.D. Degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript keeping/ computerization of library. NB: Educational Qualification and Experience will be as per UGC guidelines as amended from time to time.
	Amended Provision	Essential: A Master's Degree in Library Science / Information Science/ Documentation with at least 55% of the marks or its equivalent Grade of B in the UGC seven point scale and a consistently good academic record. 05 years experience as an Assistant University Librarian/ College Librarian. Evidence of innovative library service and organization of published work and professional commitment, computerization of library. Desirable: A M.Phil./ Ph.D. Degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript keeping/ computerization of library. NB: Educational Qualification and Experience will be as per MHRD guidelines as amended from time to time.
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment Promotion under Carrier Advancement Scheme (CAS) as per UGC norms.

	Amended Provision	100% by Direct Recruitment N.B: Financial Progression as per MHRD guidelines
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p>Deputation/Transfer on Deputation/on contract basis Officers from the Library of Central / State Governments or Institutes of national importance or Universities / Deemed University level Institution or PSU/ Industry:</p> <ul style="list-style-type: none"> i) Holding analogous post or with at least 5 years service in posts carrying Grade Pay of Rs. 6000/- or its equivalent and having experience in administration, establishment and accounts matters of the Library. ii) Possessing educational qualification and experience as prescribed in Col. 7. <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B-Promotion under Career Advancement Scheme (CAS) as per UGC norms.</p>
	Amended Provision	<p>Deputation/Transfer on Deputation/on contract basis Officers from the Library of Central / State Governments or Institutes of national importance or Universities / Deemed University level Institution or PSU/ Industry:</p> <ul style="list-style-type: none"> i) Holding analogous post or with at least 5 years service in posts carrying Grade Pay of Rs. 6000/- or its equivalent and having experience in administration, establishment and accounts matters of the Library. ii) Possessing educational qualification and experience as prescribed in Col. 7. <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Progression as per MHRD guidelines</p>
12.	If a DPC exists, what is the composition	Not Applicable

Recruitment Rules for the Post of Assistant Librarian

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Assistant Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3, Rs. 15600-39100, AGP- Rs. 6000/-
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 45 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>i) A Master's Degree in Library Science/ Information Science/ Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent Grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.</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) Minimum 03 years of relevant experience of working in Institute / University of State / Centre Govt. organization.</p> <p>NB: Educational Qualification and Experience will be as per UGC guidelines as amended from time to time.</p>
	Amended Provision	<p>Essential:</p> <p>i) A Master's Degree in Library Science/ Information Science/ Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent Grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.</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) Minimum 03 years of relevant experience of working in Institute / University of State / Centre Govt. organization.</p> <p>NB: Educational Qualification and Experience will be as per MHRD guidelines as amended from time to time.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	<p>100% by Direct Recruitment</p> <p>N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis.</p>
11.	In case of recruitment by	Deputation/Transfer on Deputation/on contract basis:

	<p>promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made</p>	<p>Officers from the Library of Central / State Governments or Institutes of national importance or Universities / Deemed University level Institution or PSU/ Industry:</p> <ul style="list-style-type: none"> i) Holding analogous post or With at least 5 years' service in posts carrying Grade Pay of Rs. 4600/- or its equivalent and having experience in administration, establishment and accounts matters of the library. iii) Possessing educational qualification and experience as prescribed in Col. 7. <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B-Promotion under Career Advancement Scheme (CAS) as per UGC norms.</p>
	<p>Amended Provision</p>	<p>Deputation/Transfer on Deputation/on contract basis:</p> <p>Officers from the Library of Central / State Governments or Institutes of national importance or Universities / Deemed University level Institution or PSU/ Industry:</p> <ul style="list-style-type: none"> i) Holding analogous post or With at least 5 years' service in posts carrying Grade Pay of Rs. 4600/- or its equivalent and having experience in administration, establishment and accounts matters of the library. iii) Possessing educational qualification and experience as prescribed in Col. 7. <p>N.B.- The eligibility or otherwise of internal candidates to be examined & recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Progression as per MHRD guidelines</p>
<p>12.</p>	<p>If a DPC exists, what is the composition</p>	<p>Not Applicable</p>

Recruitment Rules for the Post of Sports Officer

(Revised Vide Board of Governors Resolution No. BG29/R12/29/443 of 29th BOG Meeting held on 28.01.2019)

1.	Name of the Post	Sports Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	PB-3 (Rs. 15600-39100) AGP- Rs. 6000
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	Preferably below 40 Years
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ul style="list-style-type: none"> i) A Master's Degree in Physical Education or Master's Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record. ii) Record of having represented the University/College at the Inter-University/ Inter-Collegiate competitions or state and /or national championships. iii) Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC. iv) Passed the physical fitness test conducted in accordance with these regulations. v) Minimum 03 years of relevant experience of working in Institute / University of State / Centre Govt. organization. <p>NB: Educational Qualification and Experience will be as per UGC guidelines as amended from time to time.</p>
	Amended Provision	<p>Essential:</p> <ul style="list-style-type: none"> i) A Master's Degree in Physical Education or Master's Degree in Sports Science with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record. ii) Record of having represented the University/College at the Inter-University/ Inter-Collegiate competitions or state and /or national championships. iii) Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC. iv) Passed the physical fitness test conducted in accordance with these regulations. v) Minimum 03 years of relevant experience of working in Institute / University of State / Centre Govt. organization. <p>NB: Educational Qualification and Experience will be as per MHRD guidelines as amended from time to time.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Limited Deptt. Exam	Not Applicable

9.	Period of probation, if any	One Year
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer, grades and percentage of the vacancies to be filled by various methods	100% by Direct Recruitment N.B.- failing which by on Deputation / Transfer on Deputation / on contract basis. *The existing incumbent once moved to 6000 AGP (after three years of service) the post of Sports Officer will be filled as Sports Officer with AGP 6000 only as per Education Qualification and Experience mentioned in clause 7.
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	Not Applicable N.B: Financial Progression as per UGC
	Amended Provision	Not Applicable N.B: Financial Progression as per MHRD guidelines
12.	If a DPC exists, what is the composition	Not Applicable