

# INDIAN INSTITUTE OF TECHNOLOGY ROPAR



**Recruitment Rules and Promotion Policy  
(As amended vide Board of Governors  
Resolution No. BG38/R09/38/643 of 38<sup>th</sup>  
BOG Meeting held on 27/10/2022)**

**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: Chemical Engineering, Civil Engineering, Computer Science and Engineering, Electrical Engineering, Mechanical Engineering, Metallurgical and Materials Engineering, Mathematics & Computing and Engineering Physics. In addition, the institute also offers M. Tech, M.Sc. & Doctoral program in several disciplines. Presently the institute is having around 2629 students, 168 faculty and 108 regular staff and in the coming years, the students strength, Faculty and Staff strength is going to increase.

**1. Cadre Structure is as per the statute of the Institute:**

The Members of staff of the Institute shall be classified as follows as per statutes of IIT Ropar-

- (i) Administrative staff (including other Academic Staff)
- (ii) Technical staff

**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 Pay Level 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 Pay Level and Designation applicable to each cadre.
f)	Post	:	Means a vacant position with a specified Pay Level 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 Pay Level, Age Limit and Appointing Authorities

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

Pay Level as per 7 <sup>th</sup> CPC	Maximum age limit
03	27
05	30
06	35
08	35
10	40
Academic Pay Level-10	40
11	45
12	50
Academic Pay Level-12	50
13	55
14	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/ EWS 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 fifty years of age in respect of the persons working in IIT Ropar on the posts which are in the same line or allied (Contract) cadres / outsourced 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 five years continuous service / deployment at IIT Ropar
- 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 Limited Department Examination (LDE)
- c) Promotion through Departmental Promotion Committee (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)

<b><u>Technical staff (Lab/ Computer /Workshop- as per nature of duty)</u></b>		
Step I: Written Test	:	50 marks
Step II: Trade Test / Computer Test	:	20 marks
Step III: Presentation	:	10 marks
Step IV: Interview	:	20 marks
<b>Total</b>	:	<b>100 marks</b>
<b><u>Administration</u></b>		
Step I: Written Test	:	50 marks
Step II: Computer/ other Test	:	20 marks
Step III: Presentation	:	10 marks
Step IV: Interview	:	20 marks
<b>Total</b>	:	<b>100 marks</b>

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.

- (ii) For Group 'A' staff (Direct and Promotion) post carrying Pay Level-14 & and above ie.Registrar, Librarian, Chief Medical Officer, Institute Engineer, Principal Technical Officer/ Principal Scientific Officer etc.

**Administration**

Step I: Presentation	40 marks
Step II: Interview	60 marks
<b>Total</b>	<b>100 marks</b>

**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
<b>Total</b>	<b>100 marks</b>

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	70 marks
Step II: Trade Test / Computer Test	30 marks
<b>Total</b>	<b>100 marks</b>

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.

<b>Criteria for promotion through DPC</b>		
Step I: APARs (for last 7 years as per eligible period for promotion through DPC)	:	60 marks
Step II: Internal Assessment/ Presentation	:	40 marks
<b>Total</b>	:	<b>100 marks</b>

- (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 Pay Level 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).

**(c) 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](http://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

**SUMMERY OF RECRUITMENT THROUGH DIRECT, LDE & DPC**

**ADMINISTRATIVE**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	A	Registrar	14	100%	-	-
2.	A	Deputy Registrar	12	75%	25%	-
3.	A	Assistant Registrar	10	50%	50%	-
4.	B	Superintendent	08	-	75%	25%
5.	B	Junior Superintendent	06	50%	30%	20%
6.	C	Senior Assistant	05	25%	50%	25%
7.	C	Junior Assistant	03	90%	10%	-

**ACCOUNTS**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	B	Accounts Officer	08	-	75%	25%
2.	B	Junior Accounts Officer	06	50%	30%	20%
3.	C	Senior AssistantAccounts	05	25%	50%	25%
4.	C	Junior Assistant Accounts	03	100%	-	-

**TECHNICAL LAB / IT**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	A	Principal Technical Officer / Principal Scientific Officer	14	100%	-	-
2.	A	Senior Technical Officer/ Senior Scientific Officer	12	75%	25%	-
3.	A	Technical Officer/ Scientific Officer	10	50%	50%	-
4.	B	Tech. Superintendent	08	-	75%	25%
5.	B	Junior Technical Superintendent	06	50%	30%	20%
6.	C	Senior Lab Assistant	05	25%	50%	25%
7.	C	Junior Lab Assistant	03	90%	10%	-

**SPORTS & PHYSICAL EDUCATION**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	A	Sports Officer	APL -10	100%	-	-
2.	B	Deputy Sports Officer	08	-	50%	50%
3.	B	Assistant Sports Officer	06	50%	50%	-
4.	C	PhysicalTraining Instructor	05	100%	-	-

**COUNSELING CELL**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	A	Senior Student Counselor	12	75%	25%	-
2.	A	AssistantStudent Counselor	10	100%	-	-

**LIBRARY**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	A	Librarian	APL-14	100%	-	-
2.	A	Deputy Librarian	APL-12	100%	-	-
3.	A	Assistant Librarian	APL-10	100%	-	-
4.	B	Library Information Officer	08	-	75%	25%
5.	B	Senior Library Information Assistant	06	50%	30%	20%
6.	C	Library Information Assistant	05	100%	-	-

**HOSPITAL (HEALTH) STAFF**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	A	Chief Medical Officer	14	100%	-	-
2.	A	Medical Officer	10	100%	-	-
3.	B	Staff Nurse	06	100%	-	-
4.	C	Pharmacist	05	100%	-	-
5.	C	Nursing Orderly	03	100%	-	-

**ESTATE & ENGINEERING WING**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	A	Institute Engineer	14	100%	-	-
2.	A	Superintending Engineer	13	100%	-	-
3.	A	Executive Engineer	11	50%	50%	-
4.	A	Assistant.Executive Engineer	10	50%	50%	-
5.	B	Assistant Engineer	08	-	75%	25%
6.	B	Junior Engineer	06	100%	-	-

**HOSPITALITY**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	C	Hospitality Supervisor	05	100%	-	-

**SECURITY**

S.No	Group	Post	Pay Level	Direct	LDE	DPC
1.	B	Security Officer	10	50%	50%	-
2.	B	Assistant Security Officer cum Fire Inspector	06	100%	-	-

**HINDI**

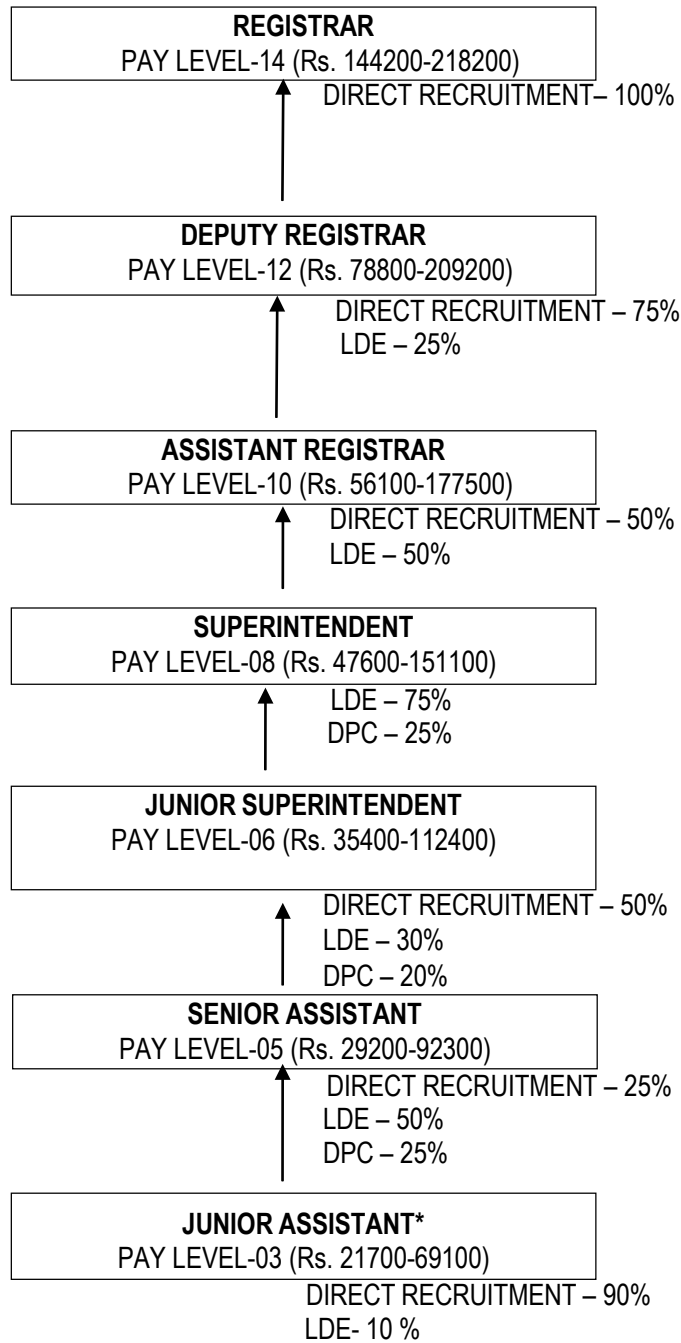
S. No	Group	Post	Pay Level	Direct	LDE	DPC
1.	A	Hindi Officer	10	100%	-	-
2.	B	Hindi Translator	08	-	100%	-
3.	B	Junior Hindi Translator	06	100%	-	-

**OTHERS**

S. No	Group	Post	Pay Level	Direct	LDE	DPC
1	A	Corporate Relations Officer	12	100%	-	-
2	A	Public Relation Officer	10	100%	-	-
3	A	Placement Officer	10	100%	-	-

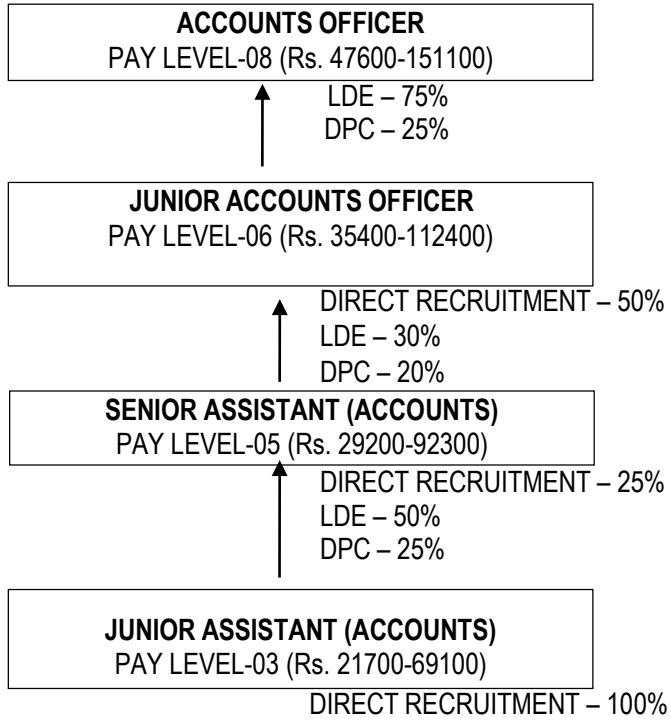
**CAREER AVENUE CHART FOR NON TEACHING EMPLOYEES**

**ADMINISTRATIVE**

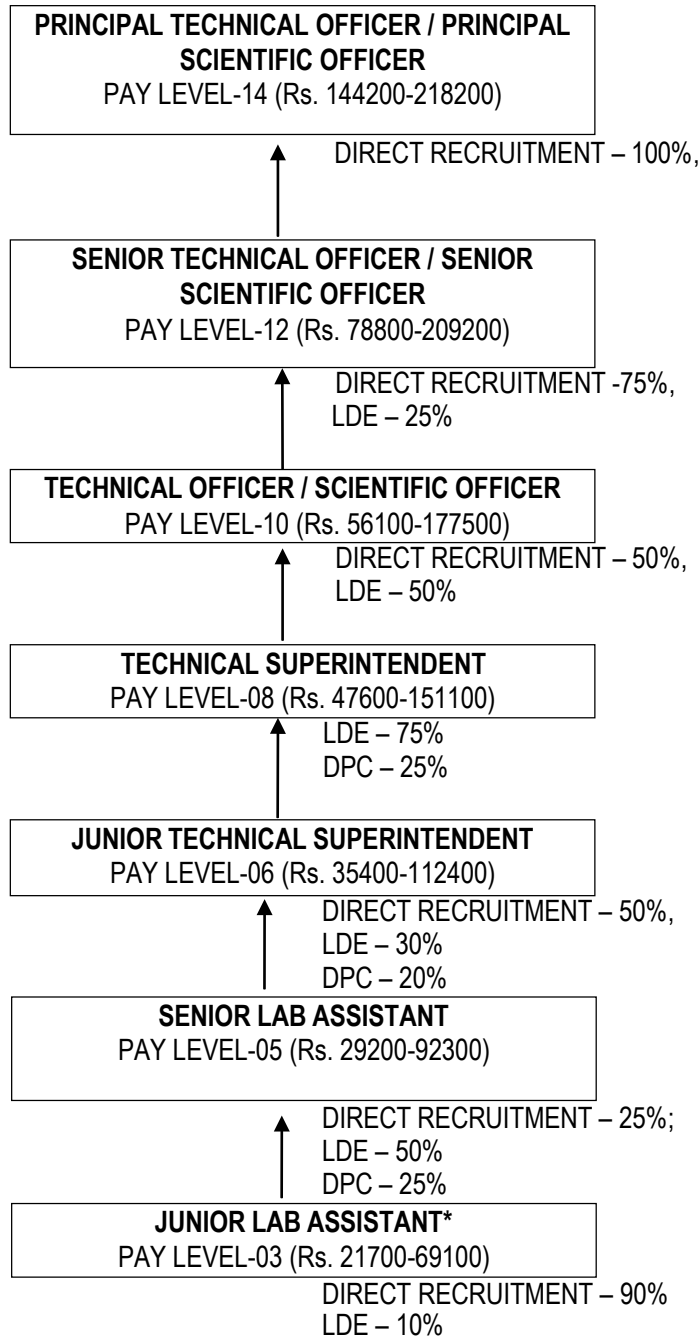


**\*Once the internal candidates at the level of Junior Attendant (Semi-Skilled) are adjusted, all the postswill be filled on direct recruitment basis**

**ACCOUNTS**



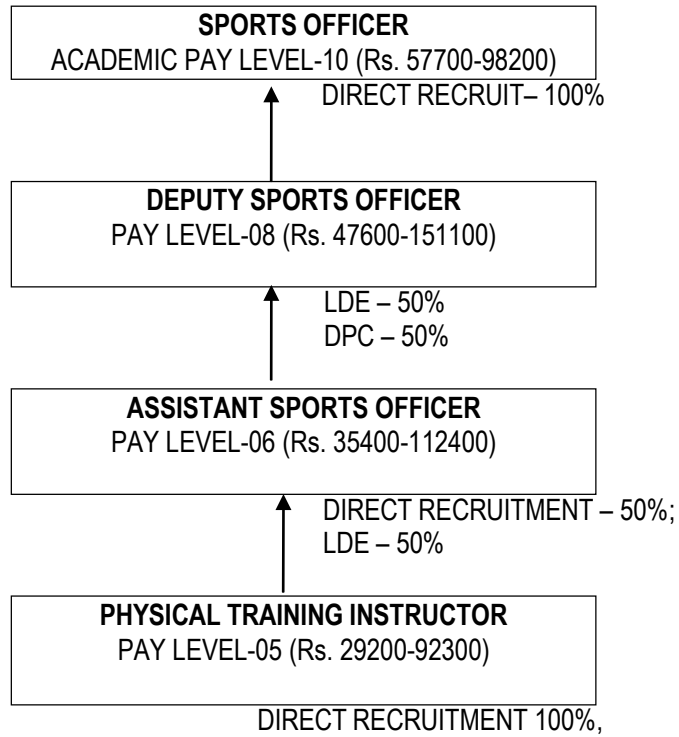
**TECHNICAL LAB / IT**



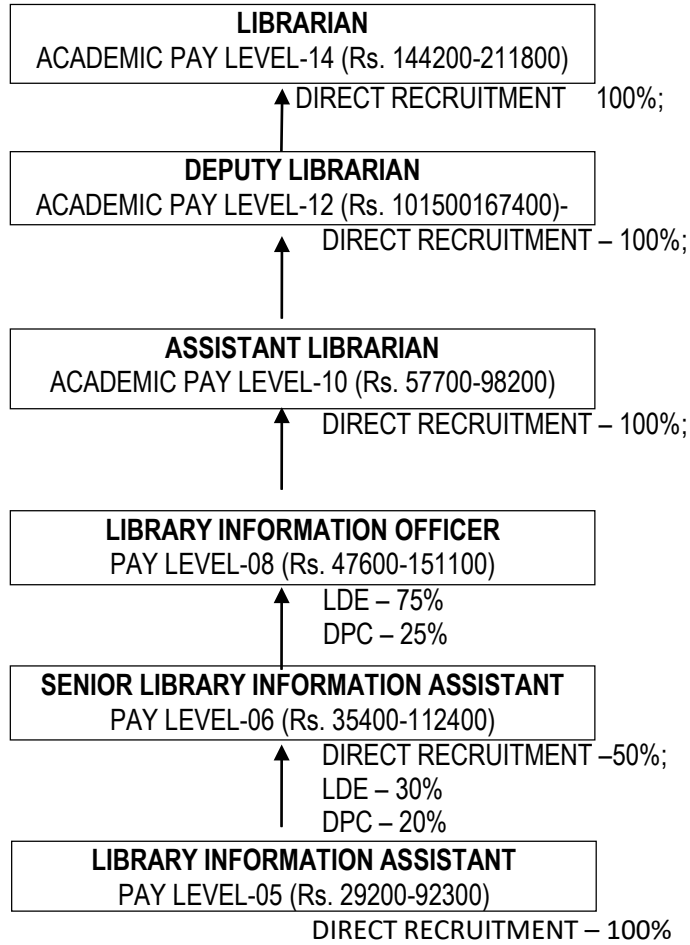
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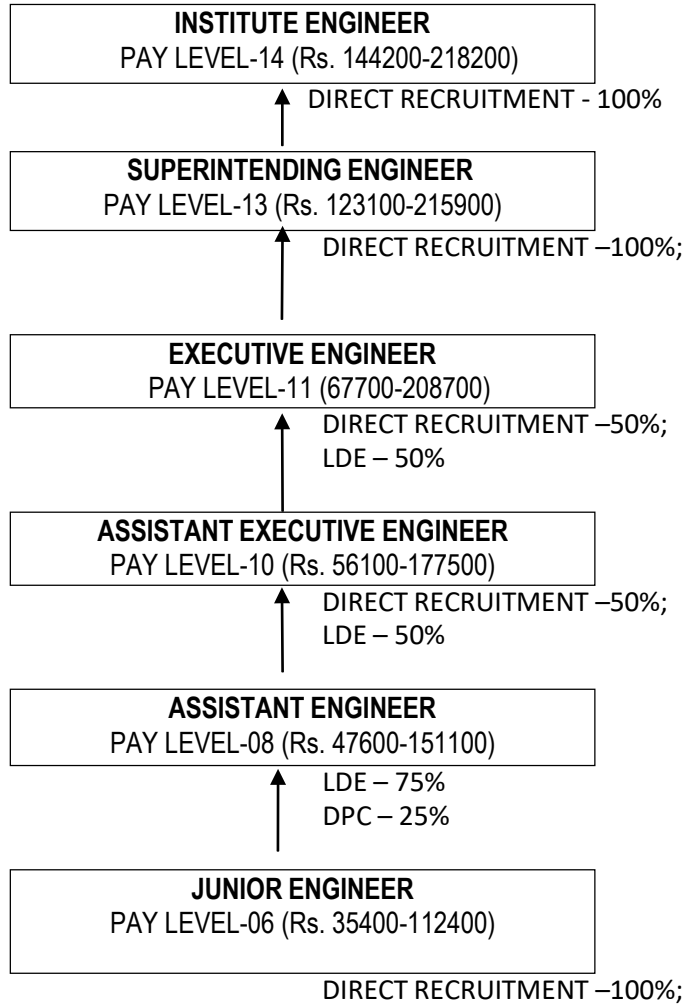
**SPORTS & PHYSICAL EDUCATION**



**LIBRARY**



**ESTATE & ENGINEERING**



**SECURITY**

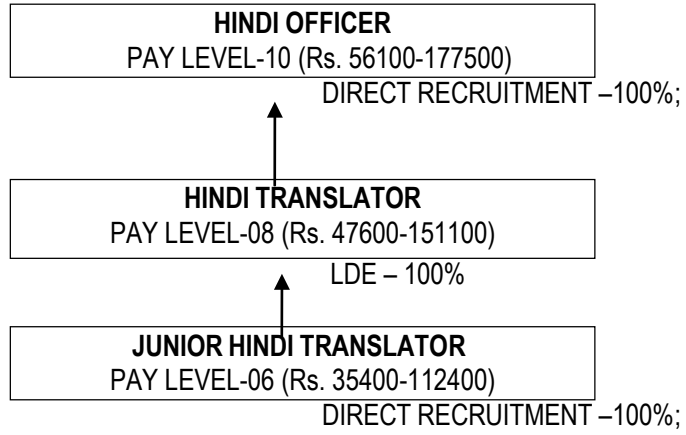
**SECURITY OFFICER**  
PAY LEVEL-10 (Rs. 56100-177500)

↑ DIRECT RECRUITMENT –50%;  
LDE – 50%

**ASSISTANT SECURITY  
OFFICER CUM FIRE  
INSPECTOR**  
PAY LEVEL-06 (Rs. 35400-112400)

DIRECT RECRUITMENT –100%;

**HINDI**



**COUNSELLING CELL**

**SENIOR STUDENT COUNSELLOR**

PAY LEVEL-12 (Rs. 78800-209200)



DIRECT RECRUITMENT -75%;  
LDE-25%

**ASSISTANT STUDENT COUNSELLOR**

PAY LEVEL-10 (Rs. 56100-177500)

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### 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	Pay Level-14 (Rs. 144200-218200) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> 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><b>Experience:</b></p> <p>(i) At least 15 years of experience as Assistant Professor in the Academic Pay Level-11 as per 7<sup>th</sup> CPC and above or with 8 years of service in the Academic Pay Level-12 and above including as Associate Professor along with experience in educational administration.</p> <p style="text-align: center;"><b>OR</b></p> <p>Comparable experience in research establishments and/ or other Institutions of higher education.</p> <p style="text-align: center;"><b>OR</b></p> <p>15 years of administrative experience of which 8 years regular service as Deputy Registrar or an equivalent post in the Pay Level-12 as per 7<sup>th</sup> CPC and above.</p> <p>(ii) Experience in handling computerized administration / financial matters.</p> <p><b>Desirable:</b></p> <p>(i) A degree in Law / Management / Engineering from arecognized 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	Not applicable 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><b>Deputation/ Transfer on Deputation/on Contract/Tenure basis</b> 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 Pay Level-13 as per 7<sup>th</sup> CPC 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

1.	Name of the Post	Deputy Registrar
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-12 (Rs. 78800-209200) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> 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><b>Experience:</b> At least 9 Years' experience as Assistant Professor in the Academic Pay Level-10 as per 7<sup>th</sup> CPC and above with experience in educational administration.</p> <p style="text-align: center;">OR</p> <p>Comparable experience in research establishment and / or other institutions of higher education.</p> <p style="text-align: center;">OR</p> <p>5 years' of administrative experience as Assistant Registrar or equivalent post in the Pay Level-10 as per 7<sup>th</sup> CPC and above. Experience in handling computerized administration / financial matters.</p> <p><b>Desirable:</b></p> <p>i) A degree in Law / Management / Engineering from a recognized University/ Institute.</p> <p>ii) Chartered or Cost Accountant qualification form 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	Age: No Qualification: Yes Subject to provision of Clause 6 (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><b>75%</b> by Direct Recruitment <b>25 %</b> 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 be made	<b>LDE</b> : Open to the Assistant Registrar in the Pay Level-11 as per 7 <sup>th</sup> CPC, who have rendered at least 05 years of regular clean service as Assistant Registrar level in IIT Ropar.

		<p><b>Deputation/ Transfer on Deputation/on Contract basis:</b> 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  ii) With at least 5 years' service in posts carrying Pay Level-11 as per 7<sup>th</sup> CPC or its equivalent and having experience in administration, establishment and accounts matters.  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 &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Upgradation as per the provisions mentioned at page no. 89 of RR &amp; PP</p>
12.	If a DPC exists, what is the composition	Not Applicable

### Recruitment Rules for the Post of Assistant Registrar

1.	Name of the Post	Assistant Registrar
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-10 (Rs. 56100-177500) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> 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><b>Experience:</b></p> <p>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&amp;D, student affairs, accounts etc.</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><b>Desirable:</b></p> <p>i. Above experience in Pay Level-7/8 as per 7<sup>th</sup> CPC or equivalent</p> <p>ii. A degree in Law / Management / Engineering from a recognized University/ Institute.</p> <p>iii. 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	<p>Age: No Qualification: Yes</p> <p>Subject to provision of Clause 6 (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 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>In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made</p> <p><b>By LDE:</b> Open to the Superintendent level staff with minimum of 5 years relevant experience in the Institute as Superintendent / Accounts Officer/ equivalent and of supervising a Section in Pay Level-8 as per 7<sup>th</sup> CPC</p> <p><b>Deputation / Transfer on Deputation / on contract basis:</b></p> <p>i) Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU / PSE:-</p> <p>a) Holding analogous post/ scale, or Possessing educational qualification and experience as prescribed in Col. 7.</p> <p><b>N.B.-</b> The eligibility or otherwise of internal candidates to be examined &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Upgradation as per the provisions mentioned at page no. 89 of RR &amp; PP</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

### Recruitment Rules for the Post of Superintendent

1.	Name of the Post	Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	Pay Level-08 (Rs. 47600-151100) as per 7 <sup>th</sup> CPC
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 directrecruits	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) 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	<p><b>By LDE:</b> Open to the Junior Superintendent working in IIT Ropar who have rendered at least 05 years of regular clean service in IIT Ropar in Pay Level-6 as per 7<sup>th</sup> CPC</p> <p><b>By DPC:</b> From existing Junior Superintendent of IIT Ropar with at least 07 years regular clean service in Pay Level-6 as per 7<sup>th</sup> CPC</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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 Superintendent

1.	Name of the Post	Junior Superintendent
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	Pay Level-06 (Rs. 35400-112400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <p>i) Master Degree in any discipline from recognized university with at least 55% marks in qualifying degree with 01 year relevant experience.</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 relevant experience.</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><b>Desirable:</b></p> <p>i) Above experience in the Pay Level- 4/5 as per 7<sup>th</sup> CPC</p> <p>ii) 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	<p style="text-align: center;">Age: No Qualification: Yes</p> <p>Subject to provision of Clause 6 (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><b>N.B.-</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><b>By LDE:</b> Open to the Senior Assistants of IIT Ropar in the Pay Level-5 as per 7<sup>th</sup> CPC and above who have rendered at least 05 years of regular clean service IIT Ropar.</p> <p><b>By DPC:</b> From existing Senior Assistants of IIT Ropar with at least 07 years regular clean service in the Pay Level-05 as per 7<sup>th</sup> CPC and above in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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

1.	Name of the Post	Senior Assistant
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	Pay Level-05 (Rs. 29200-92300) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 Pay Level-3 as per 7<sup>th</sup> CPC 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: 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>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><b>By LDE:</b> Open to Junior Assistant of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-3 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>By DPC:</b> From existing Junior Assistant of IIT Ropar with at least 07 years regular clean service in Pay Level-3 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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 Assistant

1.	Name of the Post	Junior Assistant
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group C
4.	Scale of Pay	Pay Level-03 (Rs. 21700-69100) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> 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.</p> <p><b>Desirable:</b> One year relevant experience.</p> <p>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.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	<p>Age : No Qualification: Yes Subject to provision of Clause 6 (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><b>i)</b> 90 % by Direct Recruitment <b>ii)</b> 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	<b>By LDE:</b> 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

1.	Name of the Post	Accounts Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	Pay Level-08 (Rs. 47600-151100) as per 7 <sup>th</sup> CPC
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 directrecruits	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) 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	<b>By LDE:</b> Open to Junior Accounts Officer of IIT Ropar in the regular Pay Level-6 as per 7 <sup>th</sup> CPC who have rendered at least 05 years of regular clean service in Level-6 as per 7 <sup>th</sup> CPC in IIT Ropar. <b>By DPC:</b> From existing Junior Accounts Officer of IIT Ropar with at least 07 years regular clean service Level-6 as per 7 <sup>th</sup> CPC 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

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	Pay Level-06 (Rs. 35400-112400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 Level-5 as per 7<sup>th</sup> CPC 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 Level-5 as per 7<sup>th</sup> CPC 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, Powerpoint or equivalent is a must.</p> <p><b>Desirable:</b></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	<p style="text-align: center;">Age : No Qualification: Yes</p> <p>Subject to provision of Clause 6 (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><b>N.B.-</b> failing which by on Deputation / Transfer on Deputation / oncontract basis.</p>
11.	In case of recruitment by Promotion / by deputation/ transfer, grades from which	<b>By LDE:</b> Open to the Senior Assistant (Accounts) of IIT Ropar in Level-5 as per 7 <sup>th</sup> CPC and above who have rendered at least 05 years of regular clean service IIT Ropar.

	promotion/ deputation/ transfer is to be made	<p><b>By DPC:</b> From existing Senior Assistant (Accounts) of IIT Ropar with at least 07 years regular clean service in Level-5 as per 7<sup>th</sup> CPC and above In IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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 Accounts

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	Pay Level-05 (Rs. 29200-92300) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> 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 i n Level-3 as per 7<sup>th</sup> CPC 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><b>Desirable:</b> 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: 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>i) 25% by Direct ii) 50% by LDE iii) 25% by DPC iv)</p> <p><b>N.B.-</b> failing which by on Deputation / Transfer on Deputation / oncontract basis.</p>
11.	In case of recruitment by promotion/ by deputation / transfer, grades from which promotion / deputation/ transfer is to be made	<p><b>By LDE:</b> Open to Junior Assistant (Accounts) / Junior Accountant of IIT Ropar who have rendered at least 05 years of regular clean service i n Level-5 as per 7<sup>th</sup> CPC and above in IIT Ropar.</p> <p><b>By DPC:</b> From existing Junior Assistant (Accounts) / Junior Accountant of IIT Ropar with at least 07 years regular clean service in Level-5 as per 7<sup>th</sup> CPC and above in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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 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	Pay Level-03 (Rs. 21700-69100) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> 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.</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><b>Desirable:</b> 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.</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>i) 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	As per IIT Ropar Rules

**Recruitment Rules for the Post of Principal Technical Officer / Principal Scientific Officer**

1.	Name of the Post	Principal Technical Officer / Principal Scientific Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-14 (Rs. 144200-218200) as per 7 <sup>th</sup> CPC
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><b>Essential</b></p> <p>i) ME/M.Tech with 10 years of relevant experience out of which 5 years of experience in Pay Level-12 as per 7<sup>th</sup> CPC. OR</p> <p>ii) BE/ B.Tech / M.Sc / MCA with 13 years of relevant experience out of which 6 years of experience in Pay Level-12 as per 7<sup>th</sup> CPC. OR</p> <p>iii) Ph.D with 08 years relevant experience out of which 4 years of experience in Pay Level-12 as per 7<sup>th</sup> CPC.</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 / 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 Senior Technical Officer/ Senior Scientific Officer**

1.	Name of the Post	Senior Technical Officer/ Senior Scientific Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-12 (Rs. 78800-209200) as per 7 <sup>th</sup> CPC
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><b>Essential</b></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 06 years relevant experience in the Level-11 as per 7<sup>th</sup> CPC 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 10 years relevant experience in Level-11 as per 7<sup>th</sup> CPC 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 13 years relevant experience in Level-11 as per 7<sup>th</sup> CPC 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><b>Desirable</b></p> <p>Ph.D in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/Institute with three years relevant experience in the Pay Level-11 as per 7<sup>th</sup> CPC or equivalent.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	<p>Age : No</p> <p>Qualification :Yes</p> <p>Subject to provision of Clause 6 (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</p> <p>(ii) 25% 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><b>By LDE:</b> Open to the Technical Officer who have rendered at least 05 years of regular clean service in Level-11 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>By Deputation / Transfer on Deputation / on contract basis</b></p> <p>(i) A person holding analogous post, or</p> <p>(ii) Having 03 years relevant experience in Level-11 as per 7<sup>th</sup> CPC.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Upgradation as per the provisions mentioned at page no. 89 of RR &amp; PP</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules

**Recruitment Rules for the Post of Technical Officer/ Scientific Officer**

1.	Name of the Post	Technical Officer/ Scientific Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-10 (Rs. 56100-177500) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <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 02 years relevant experience.</p> <p 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 04 years relevant experience.</p> <p 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 05 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> <p><b>Desirable:</b></p> <p>i) Ph.D in relevant field</p> <p>ii) Above required experience in Pay Level-7/8 as per 7<sup>th</sup> CPC</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	<p>Age : No</p> <p>Qualification: Yes</p> <p>Subject to provision of Clause 6 (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><b>By LDE:</b> Open to the Tech. Supdt. of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-8 in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Upgradation as per the provisions mentioned at page no. 89 of RR &amp; PP</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 29<sup>th</sup> 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	Pay Level-8 (Rs. 47600-151100) as per 7 <sup>th</sup> CPC
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) 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	<b>By LDE:</b> Open to the Jr. Tech. Superintendent of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-6 as per 7 <sup>th</sup> CPC in IIT Ropar. <b>By DPC:</b> From existing Jr. Tech. Superintendent of IIT Ropar with at least 07 years regular clean service in Pay Level-6 as per 7 <sup>th</sup> CPC 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**

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	Pay Level-6 (Rs.35400-112400 as per 7 <sup>th</sup> CPC
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><b>Essential:</b> 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 01 year relevant experience. OR 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 02 year relevant experience. OR 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 03 years relevant experience. OR 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> <p><b>Desirable:</b> 1. Above experience in Pay Level-4/5 as per 7<sup>th</sup> CPC</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes  Subject to provision of Clause 6 (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) 30% by Promotion iii) 20% by DPC</p> <p><b>N.B.-</b> failing which by on Deputation / Transfer on Deputation / oncontract basis.</p>
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p><b>By LDE:</b> Open to the Senior Lab Assistants of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-5 as per 7<sup>th</sup> CPC and above in IIT Ropar.</p> <p><b>By DPC:</b> From existing Senior Lab Assistant of IIT Ropar with at least 07 years regular clean service Pay Level-5 as per 7<sup>th</sup> CPC and above in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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 Lab Assistant

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	Pay Level-5 (Rs.29200-92300) as per 7 <sup>th</sup> CPC
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><b>Essential</b></p> <p>1. 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 05 years of experience as Junior Lab Assistant at Pay Level-3 as per 7<sup>th</sup> CPC 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 07 years of experience as Junior Lab Assistant at Pay Level-3 as per 7<sup>th</sup> CPC and above.</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>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification : 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>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><b>By LDE:</b> Open to the Junior Lab Assistant of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-3 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>By DPC:</b> from existing Junior Lab Assistant of IIT Ropar with at least 07 years regular clean service Pay Level-3 as per 7<sup>th</sup> CPC</p> <p><b>N.B.-</b> The eligibility or otherwise of internal candidates to be examined &amp; 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 Lab Assistant

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	Pay Level-3 (Rs. 21700-69100) as per 7 <sup>th</sup> CPC
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><b>Essential</b> 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 style="text-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 style="text-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 02 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 Physics, Chemistry &amp; Maths) with a minimum of 55% marks in the qualifying degree from a recognized University / Institute with 03 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>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	<p style="text-align: center;">Age : No Qualification: Yes</p> <p>Subject to provision of Clause 6 (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) 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	<b>By LDE:</b> 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 Deputy Sports Officer

1.	Name of the Post	<b>Deputy Sports Officer</b>
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	Pay Level-8 (Rs. 47600-151100) as per 7 <sup>th</sup> CPC
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	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><b>By LDE:</b> Open to the Physical Education Officer of IIT Ropar in Pay Level-6 as per 7<sup>th</sup> CPC who have rendered at least 05 years of regular clean service in IIT Ropar.</p> <p><b>By DPC:</b> From existing Physical Education Officer of IIT Ropar with at least 07 years regular clean service in Pay Level-6 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; recommended by the Deptt. / Center concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p>
12.	If a DPC exists, what is the composition	As per the IIT Ropar rules.

### Recruitment Rules for the Post of Assistant Sports Officer

1.	Name of the Post	<b>Assistant Sports Officer</b>
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	Pay Level-6 (Rs. 35400-112400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 UGC recognized University/Institute and 05 years regular work experience as PET / PTI / Sports Coach in recognized sports center/ school/ college/ institute/university.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree with at least 55% marks in the qualifying degree along with PGDPEd (Post Graduation Diploma in Physical Education) with at least 60% marks from a UGC recognized University/Institute and 05 years regular work experience as PET/ PTI/ Sports Coach in recognized sports center/school/college/institute/university.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree with at least 55% marks in the qualifying degree along with One year full time Diploma in Sports Coaching from NIS - SAI with at least 60% marks from a UGC recognized University/Institute and 05 years regular work experience as PET/ PTI/ Sports Coach in recognized sports center/school/college/institute/university.</p> <p>ii. Record of representing college/institute/university in intercollege /inter university.</p> <p style="text-align: center;">OR</p> <p>Record of participation in state/national/international level recognized tournament/championship.</p> <p><b>Desirable:</b></p> <p>i. Master of Physical Education with at least one Inter University participation.</p> <p>ii. Experience of working in Government/Autonomous Bodies/ University or College.</p> <p>iii. Computer course in M.S. Word, Excel, etc. from a recognized institute.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Limited Deptt. Exam	<p style="text-align: center;">Age : No Qualification: Yes</p> <p>Subject to provision of Clause 6 (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 (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><b>By LDE:</b> Open to the existing Physical Training Instructor working in IIT Ropar in Pay Level-5 as per 7<sup>th</sup> CPC who have rendered at least 05 years of regular clean service Physical training Instructor in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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

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	Pay Level-5 (Rs. 29200 -92300) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 UGC recognized University/Institute and two years regular work experience as PET/ PTI/ Sports Coach in recognized sports center/ school/ college/ Institute/ university.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree with at least 55% marks in the qualifying degree along with PGDPEd (Post Graduation Diploma in Physical Education) with at least 60% marks from a UGC recognized University /Institute and 02 years regular work experience as PET/ PTI/ Sports Coach in recognized sports center /school /college/ institute/university.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree with at least 55% marks in the qualifying degree along with One year full time Diploma in Sports Coaching from NIS - SAI with at least 60% marks from a UGC recognized University/ Institute and 02 years regular work experience as PET/PTI/ Sports Coach in recognized sports center/school/college/institute/university.</p> <p>II. Record of representing college/institute/university in intercollege/inter university.</p> <p style="text-align: center;">OR</p> <p>Record of participation in state/national/international level recognized tournament/ championship.</p> <p><b>Desirable:</b></p> <p>i. Master of Physical Education with at least one Inter University participation.</p> <p>ii . Experience of working in Government/Autonomous Bodies/ University or College.</p> <p>iii. Computer course in M.S. Word, Excel, etc. from a recognized 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 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	Pay Level-12 (Rs. 78800-209200) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> Ph.D. with Masters in Psychology with at least 55% marks in the qualifying degree from a recognized University / Institute.</p> <p><b>Experience:</b> 05 years experience of Counseling in Pay Level-10 as per 7<sup>th</sup> CPC 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 Pay Level-6 as per 7<sup>th</sup> CPC 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><b>Job Requirement:</b> 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	Pay Level-10 (Rs. 56100-177500) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> M.A in Psychology and Graduation in Psychology with atleast 55% marks from a recognized University / Institute.</p> <p><b>Experience:</b> 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><b>Job Requirement:</b> 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><b>Desirable:</b> 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 / oncontract 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 Corporate Relations Officer

1.	Name of the Post	Corporate Relations Officer
2.	No. of Post(s)	As per the sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-12 (Rs. 78800-209200) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> Master's degree in Engineering / Technology/ MBA 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 &amp; Placement of Engineering personnel /Industry or Academic Administration in Pay Level-10 as per 7<sup>th</sup> CPC or equivalent</p> <p style="text-align: center;">OR</p> <p>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 &amp; Placement of Engineering personnel/Industry or Academic Administration in Pay Level-10 as per 7<sup>th</sup> CPC or equivalent</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 / oncontract 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 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	Pay Level-10 (Rs. 56100-177500) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> Master's degree in Journalism &amp; Mass Communication/ Public Relations or its equivalent or a Postgraduate Diploma in Journalism/ Mass Communication/ Public Relations with at least 55% marks from a recognized University / Institute with at least 05 years of relevant experience.</p> <p><b>Desirable:</b> i) 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. ii) Good command over Hindi and English Language</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  N.B.- failing which by on Deputation / Transfer on Deputation / oncontract 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 Library Information Officer

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	Pay Level-8 (Rs. 47600-151100) as per 7 <sup>th</sup> CPC
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) 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	<p><b>By LDE :</b> Open to the Senior Library Information Assistants of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-6 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>By DPC:</b> From existing Senior Library Information Assistants of IIT Ropar with at least 07 years regular clean service in Pay Level-6 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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 Library Information Assistant

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	Pay Level-6 (Rs. 35400-112400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <p>i) M. Lib.Sc. / MLISc or equivalent from recognized University/Institute with at least 55% marks in the qualifying degree. OR 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 orequivalent is a must.</p> <p><b>Desirable:</b> Knowledge of Library Automation activities.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes Subject to provision of Clause 6 (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) 30% by LDE iii) 20% by DPC</p> <p><b>N.B.-</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><b>By LDE :</b> Open to the Lib. Info. Assistant of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-5 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>By DPC:</b> Open to the Lib. Info. Assistant of IIT Ropar who have rendered at least 07 years of regular service in Pay Level-5 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; 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 Library Information Assistant

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	Pay Level-5 (Rs. 29200-92300) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 orequivalent is a must.</p> <p><b>Desirable:</b> Knowledge of Library Automation activities.</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 <b>N.B.-</b> failing which by on Deputation / Transfer on Deputation / oncontract 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 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	Pay Level-14 (Rs. 144200-218200) as per 7 <sup>th</sup> CPC 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 directrecruits	<p><b>Essential:</b> 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 Pay Level-13 as per 7<sup>th</sup> CPC or equivalent. Administrative experience in the capacity of being in-charge of an Institute / Research Organization / Industrial – township hospital.</p> <p><b>Desirable:</b> P.G. Degree / Diploma in Hospital Administration.</p> <p><b>Job Profile:</b> 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	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 % Deputation / Transfer on Deputation /Contract
11.	In case of recruitment by promotion/by deputation/transfer, grades from which promotion/deputation/transfer is to be made	<p><b>Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institutes of national importance:-</b></p> <p>i) Person having served as CMO (NSFG) analogous post. ii) Having at least 07 years relevant experience in Pay Level-13 as per 7<sup>th</sup> CPC or equivalent; and Possessing educational qualification and experience as prescribed in Col. 7.</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	Pay Level-10 (Rs. 56100-177500) as per 7 <sup>th</sup> CPC
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><b>Essential:</b> 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><b>Desirable:</b> i) The above qualifications Diploma / MD / MS preferably in medicine, chest diseases, pediatrics, Obstetrics and Gynaecology &amp; 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	100% by Direct recruitment N.B.- failing which by on Deputation/ Transfer on Deputation /onContract basis
11.	In case of recruitment by promotion /by deputation/ transfer, grades from which promotion / deputation/ transfer is to be made	Financial upgradation as per the DACP guidelines issued by Ministry of Health & Family Welfare (as amended from time to time) and endorsed by MHRD vide letter no. F.No. 17-3/2010-TS-I dated 09/09/2010. The financial upgradation will be without any change in designation.
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	Pay Level-6 (Rs. 35400-112400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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><b>Desirable:</b> 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><b>N.B.-</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 (Post will be abolished after existing incumbent retires/leave the Institute)
3.	Classification	Group B
4.	Scale of Pay	Pay Level-5 (Rs. 29200-92300) as per 7 <sup>th</sup> CPC After two years pharmacist will be placed in Pay Level-6 (Rs. 35400-112400) as per 7 <sup>th</sup> CPC vide letter No. FNO/17-3/2010TS/pt/ File I dt30.05.2011
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. iii) 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  <b>N.B.-</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	Pay Level-3 (21700-69100) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <ul style="list-style-type: none"> <li>i) Intermediate (10+2 with Science) OR equivalent from recognized Board with at least 55% marks in the qualifying course.</li> <li>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.</li> <li>iii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.</li> </ul>
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	Pay Level-14 (Rs. 144200-218200) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <ul style="list-style-type: none"> <li>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.</li> <li>ii) At least 15 years relevant experience out of which at least 08 years as Executive Engineer in the Pay Level-12 as per 7<sup>th</sup> CPC and at least 03 years of regular clean service in Pay Level-13 as per 7<sup>th</sup> CPC at the level of Superintendent Engineer.</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>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.</li> <li>iv) At least 15 years relevant experience out of which at least 05 years of regular clean service in the Pay Level-13 as per 7<sup>th</sup> CPC at the level of Superintending Engineer and at least 08 years in Pay Level-12 as per 7<sup>th</sup> CPC as Executive Engineer.</li> <li>v) Experience in handling construction and construction management related software, like computer- aided Design (CAD) etc.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>i) Experience in the line of coordination &amp; supervision of construction and maintenance of civil works (including Public Health) in Public Works Department.</li> <li>ii) At IIT Ropar, the Institute Engineer also holds the charge of Estate Officer of the Institute and hence knowledge of Estate matters &amp; public premises act/ rules are desirable.</li> </ul>
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><b>By Deputation/Transfer on Deputation/on contract basis:</b></p> <p>i) A person holding analogous post , or Having at least 05 years of relevant experience in Pay Level-13 as per 7<sup>th</sup> CPC at the level of Superintending Engineer or at least 08 years in Pay Level-12 as per 7<sup>th</sup> CPC 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 &amp; 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	Pay Level-13 (Rs. 123100-215900) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 Pay Level-12 as per 7<sup>th</sup> CPC (Senior Scale) or at least 13 years of regular clean service in Pay Level-11 as per 7<sup>th</sup> CPC 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 Pay Level-12 as per 7<sup>th</sup> CPC at the level of Executive Engineer (Senior Scale) or at least 15 years in Pay Level-11 as per 7<sup>th</sup> CPC at the level of Executive Engineer.</p> <p>iii) Experience in handling construction and construction management related software, like computer- aidedDesign (CAD) etc.</p> <p><b>Desirable:</b></p> <p>i) Experience in the line of coordination &amp; 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

	<p>promotion/deputation/transfer is to be made</p>	<p>years relevant experience in Pay Level-12 as per 7<sup>th</sup> CPC at the level of ExecutiveEngineer (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 &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Upgradation as per the provisions mentioned at page no. 89 of RR &amp; PP</p>
12.	<p>If a DPC exists, what is the composition</p>	<p>Not Applicable</p>

### Recruitment Rules for the Post of Executive Engineer

1.	Name of the Post	<b>Executive Engineer</b>
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-11 (Rs. 67700-208700) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 Pay Level-10 as per 7<sup>th</sup> CPC 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 Pay Level-10 as per 7<sup>th</sup> CPC 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><b>Desirable:</b></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	Age : No Qualification: Yes
		Subject to provision of Clause 6 (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><b>By LDE:</b> Open to the Assistant Executive Engineer who have rendered at least 6 years of regular clean service in Pay Level-10 as per 7<sup>th</sup> CPC in IIT Ropar</p> <p><b>By Deputation/Transfer on Deputation/on contract basis:</b></p> <p>i) A person holding analogous post, or having at least 05 years relevant experience in service in Pay Level-10 as per 7<sup>th</sup> CPC at the level of Assistant Executive Engineer.</p> <p>ii) Possessing educational qualification and experience asprescribed in Col. 7</p> <p>N.B.- 1. The eligibility or otherwise of internal candidates to be examined &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Upgradation as per the provisions mentioned at page no. 89 of RR &amp; PP</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules.

### Recruitment Rules for the Post of Assistant Executive Engineer

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	Pay Level-10 (Rs.56100-177500) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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. OR 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.</p> <p>ii) Experience in handling construction &amp; construction management related software, like Computer-aided Design (CAD) etc.</p> <p><b>Desirable:</b></p> <p>i) Experience in handling large construction projects. ii) Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must. iii) Above experience in Pay Level-7/8 as per 7<sup>th</sup> CPC</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion / Promotion	<p>Age : No Qualification: Yes</p> <p>Subject to provision of Clause 6 (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 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><b>By LDE :</b> Open to the Asstt. Engineer of IIT Ropar with at least 05 years of regular clean service in Pay Level-08 as per 7<sup>th</sup> CPC in IIT Ropar or Jr. Engineer of IIT Ropar who have rendered at least 08 years of experience out of which 05 years of experience in Pay Level-08 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>Deputation / Transfer on Deputation / on contract basis:</b></p> <p>i) A person holding analogous post, or having 03 years relevant experience in Pay Level-07 as per 7<sup>th</sup> CPC 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 &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose. N.B: Financial Upgradation as per the provisions mentioned at page no. 89 of RR &amp; PP</p>
12.	If a DPC exists, what is the composition	As per IIT Ropar Rules.

### 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	Pay Level-8 (Rs.47600-151100) as per 7 <sup>th</sup> CPC
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><b>By LDE:</b> Open to the Jr. Engineers of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-6 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>By DPC:</b> Open to the Jr. Engineers of IIT Ropar who have rendered at least 07 years of regular clean service in Pay Level-6 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>N.B.-</b> The eligibility or otherwise of internal candidates to be examined &amp; 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

1.	Name of the Post	Junior Engineer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group B
4.	Scale of Pay	Pay Level-6 (Rs. 35400-112400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 &amp; 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 &amp; 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><b>Desirable:</b> Experience of having worked with large projects.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	<p style="text-align: center;">Age : No Qualification: Yes</p> <p>Subject to provision of Clause 6 (v) of Recruitment Rules and Promotion Policy)</p>
9.	Period of probation, if any	One Year
11.	In case of recruitment by promotion / by deputation/ transfer ,grades from which promotion/ deputation/ transfer is to be made	<p><b>Deputation / Transfer on Deputation / on contract basis:</b></p> <p>i) Officers from the Central / State Governments or Institutes of national importance or Universities / University level Institution or PSU / PSE:-</p> <p>a) Holding analogous post/ scale, or Possessing educational qualification and experience as prescribed in Col. 7.</p>
12.	If a DPC exists, what is the compsition	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 C
4.	Scale of Pay	Pay Level-5 (Rs.29200-92300) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <p>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.</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	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 / oncontract 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 Security Officer

1.	Name of the Post	<b>Security Officer</b>
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-10 (Rs.56100-177500) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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 05years experience in the Pay Level-7 as per 7<sup>th</sup> CPC 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><b>Desirable:</b></p> <p>i) Training, conducting enquires &amp; 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> <p>iii) Experience in Govt. Higher Educational Institution/ CFTIs</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Age : No Qualification: Yes
		Subject to provision of Clause 6 (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><b>By LDE :</b> Open to the Asstt. Security Officer Cum Fire Inspector of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-8 as per 7<sup>th</sup> CPC in IIT Ropar.</p> <p><b>By Deputation/Transfer on Deputation/on contract basis</b></p> <p>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 Pay Level-7 as per 7<sup>th</sup> CPC for a period of 05 years.</p> <p>N.B.- The eligibility or otherwise of internal candidates to be examined &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B: Financial Upgradation as per the provisions mentioned at page no. 89 of RR &amp; PP</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	Pay Level-06 (Rs. 35400-112400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <p>i) Graduate in any discipline with at least 55 % marks in the qualifying degree from a recognized University/ Institute and 05 years relevant experience.</p> <p>ii) Should have Military or NCC &amp; Fire Fighting Training, Risk &amp; Disaster Management Training/ First Aid.</p> <p>iii) Be able to ride light vehicle / motor cycle and handle fire arms +having sound health and active habits, conducting enquires &amp; investigation and managing contacts.</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 / oncontract 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 Hindi Officer

1.	Name of the Post	Hindi Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Pay Level-10 (Rs.56100-177500) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></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. 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. 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. 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. 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</p> <p>Ten year's experience of teaching, research, writing or journalism in Hindi.</p> <p><b>Desirable:</b></p> <p>i) Knowledge of Sanskrit/ or a modern Indian language.</p> <p>ii) Administrative experience of organizing Hindi classes or workshops for noting and drafting.</p> <p>iii) 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 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	N.B: Financial Upgradation as per the provisions mentioned at page no. 90 of RR & PP
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	Pay Level-08 (Rs.47600-151100) as per 7 <sup>th</sup> CPC
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 directrecruits	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 / oncontract basis.
11.	In case of recruitment by promotion / by deputation / transfer,grades from whichpromotion / deputation / transfer is to be made	<b>By LDE:</b> Open to the Junior Hindi Translator of IIT Ropar who have rendered at least 05 years of regular clean service in Pay Level-6 as per 7 <sup>th</sup> CPC in IIT Ropar.
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	Pay Level-06 (Rs.35400-112400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <p>i) Post graduate 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	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 Placement Officer

1	Name of the Post	<b>Placement Officer</b>
2	No. Of Post(s)	As per sanctioned strength
3	Classification	Group A
4	Scale of Pay	Pay Level-10 (Rs.56100-177500) as per 7 <sup>th</sup> CPC
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 directrecruits	<p><b>Essential:</b> Two-year PG degree in Management or equivalent from a recognized university after a 4 year Bachelor's Degree in Engineering/ Technology or M.Sc / MCA from a recognized university with at least 55% marks or 5.5 CGPA in qualifying degree with at least five years' working experience in below mentioned areas of which 2 year in the reputed organization/ Institution .</p> <ul style="list-style-type: none"> <li>• Understanding of underlying scientific principles and technology with an industry and corporate relations perspective.</li> <li>• Demonstrated communication skills and capabilities to represent the organization's interest with business, research and human resource leadership for industries in India and abroad.</li> <li>• Working and liasoning with students and /or corporate.</li> <li>• Handling Career development processes at any organization.</li> <li>• Experience in conducting professional and technical training for students at undergraduate and post undergraduate level.</li> </ul> <p><b>Desirable:</b> 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. iii) Above Experience in Pay Level-8 as per 7<sup>th</sup> CPC</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, grade 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 Librarian

1.	Name of the Post	Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Academic Pay Level-14 (144200-211800) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <p>i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point -scale wherever the grading system is followed.</p> <p>ii) At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.</p> <p>iii) Evidence of innovative library services, including the integration of ICT in a library.</p> <p>iv) A Ph.D. Degree in library science/information science/documentation /archives and manuscript-keeping</p> <p><b>NB: Educational Qualification and Experience will be as per MHRD guidelines as amended from time to time.</b></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><b>Deputation/Transfer on Deputation/on contract basis:</b></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> <p>i. Holding analogous post or with at least 3 years service in posts carrying Academic Pay Level- 13A1 or its equivalent and having experience in administration, establishment and accounts matters of the Library.</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 &amp; 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

1.	Name of the Post	Deputy Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Academic Pay Level-12 (101500-167400) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <p>i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point –scale, wherever grading system is followed.</p> <p>ii) Eight years experience as an Assistant University Librarian/College Librarian.</p> <p>iii) Evidence of innovative library services including integration of ICT in library.</p> <p>iv) A Ph.D. Degree in library science/ Information science / Documentation Science/Archives and manuscript keeping/computerization of library.</p> <p>NB: Educational Qualification and Experience will be as per <b>MHRD guidelines as amended</b> 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	<b>100% by Direct Recruitment</b>
11.	In case of recruitment by Promotion / by deputation/ transfer, grades from which promotion / deputation / transfer is to be made	<p><b>Deputation/Transfer on Deputation/on contract basis</b> 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 5 years service in posts carrying Pay Level-11 as per 7<sup>th</sup> CPC or its equivalent and having experience in administration, establishment and accounts matters of the Library.</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 &amp; recommended by the Deptt. / Centre concerned or Scrutiny / Shortlisting Committee to be constituted for the purpose.</p> <p>N.B.- Financial upgradation as per the UGC guidelines (as amended from time to time) endorsed by MHRD vide letter no. F.No. 15-4/2018-TC dated 18/10/2018</p>
12.	If a DPC exists, what is the composition	Not Applicable

### Recruitment Rules for the Post of Assistant Librarian

1.	Name of the Post	Assistant Librarian
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Academic Pay Level-10 (57700-98200) as per 7 <sup>th</sup> CPC
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><b>Essential:</b></p> <ul style="list-style-type: none"> <li>i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point –scale, wherever the grading system is followed)</li> <li>ii) A consistently good academic record, with knowledge of computerization of a library.</li> <li>iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:</li> </ul> <p>Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions subject to the fulfillment of the following conditions:-</p> <ul style="list-style-type: none"> <li>a) The Ph.D. degree of the candidate has been awarded in the regular mode</li> <li>b) The Ph.D. thesis has been evaluated by at least two external examiners;</li> <li>c) Open Ph.D. viva voce of the candidate has been conducted;</li> <li>d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;</li> <li>e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.</li> </ul> <p>Note:</p> <ul style="list-style-type: none"> <li>(i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.</li> <li>(ii) (NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET</li> </ul> <p>NB: Educational Qualification and Experience will be as per <b>MHRD guidelines</b> 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	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	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: i) Holding analogous post or With at least 5 years' service in posts carrying Pay Level-7 as per 7 <sup>th</sup> CPC 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. 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 upgradation as per the UGC guidelines (as amended from time to time) endorsed by MHRD vide letter no. F.No. 15-4/2018-TC dated 18/10/2018
12.	If a DPC exists, what is the composition	Not Applicable

### Recruitment Rules for the Post of Sports Officer

1.	Name of the Post	Sports Officer
2.	No. of Post(s)	As per sanctioned strength
3.	Classification	Group A
4.	Scale of Pay	Academic Pay Level-10 (57700-98200) as per 7 <sup>th</sup> CPC
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><b>Essential: (A or B)</b></p> <p><b>[A]</b></p> <p>i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)</p> <p>ii) Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.</p> <p>iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET), conducted by the UGC or CSIR, or a similar test accredited by the UGC, like SLET/SET, or who are or have been awarded a Ph.D. Degree in Physical Education or Physical Education and Sports or Sports Science, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time, as the case may be:</p> <p>Provided that, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. degree holders shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions, subject to the fulfillment of the following conditions:-</p> <p>a) The Ph.D. degree of the candidate has been awarded in regular mode;</p> <p>b) The Ph.D. thesis has been evaluated by at least two external examiners;</p> <p>c) Open Ph.D. viva voce of the candidate has been conducted; d)</p> <p>d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;</p> <p>e) The candidate has presented at least two research papers in conference/seminar, based on his/her Ph.D work.</p> <p>Note: The fulfilment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.</p> <p style="text-align: center;">OR</p> <p><b>[B]</b> An Asian game or commonwealth games medal winner who has a degree at least at Post-Graduation level.</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 / 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	N.B.- Financial upgradation as per the UGC guidelines (as amended from time to time) endorsed by MHRD vide letter no. F.No. 15-4/2018-TC dated 18/10/2018.
12.	If a DPC exists, what is the composition	Not Applicable



## **Non-Functional Financial Upgradation Avenues in respect of Group- 'A' staff**

### **a) Registry staff:**

<b>S. No.</b>	<b>Name of the Post</b>	<b>Pay Level as per 7<sup>th</sup> CPC</b>	<b>Provisions for Financial Upgradation</b>
01.	Assistant Registrar	Level 10	Level 11 (N.F) after 05 years' service in Level 10, Level 12 (N.F) after 05 years' service in Level 11 Level 13 (N.F) after 05 years' service in Level 12
02.	Deputy Registrar	Level 12	Level 13 (N.F) after 05 years' service in Level 12 (as a Joint Registrar) Level 13A (N.F) after 05 years' service in Level 13.

N.F means Non-Functional. All above Non-Functional Financial Upgradation will be subject to satisfactory performance appraisal/assessment.

### **b) Engineering Staff:**

<b>S. No.</b>	<b>Name of the Post</b>	<b>Pay Level as per 7<sup>th</sup> CPC</b>	<b>Provisions for Financial Upgradation</b>
01.	Assistant Executive Engineer	Level 10	Level 11 (N.F) after 05 years' service in Level 10; Level 12 (N.F) after 05 years' service in Level 11; Level 13 (N.F) after 05 years' service in Level 12.
02.	Executive Engineer	Level 11	Level 12 (N.F) after 05 years' service in Level 11; Level 13 (N.F) after 05 years' service in Level 12; Level 13A (N.F) after 05 years' service in Level 13.
03.	Superintending Engineer	Level 13	Level 13A (N.F) after 05 years' service in Level 13.

N.F means Non-Functional. All above Non-Functional Financial Upgradation will be subject to satisfactory performance appraisal/assessment.

### **c) Technical Lab. Staff:**

<b>S. No.</b>	<b>Name of the Post</b>	<b>Pay Level as per 7<sup>th</sup> CPC</b>	<b>Provisions for Financial Upgradation</b>
01.	Technical Officer / Scientific Officer	Level 10	Level 11 (N.F) after 05 years' service in Level 10; Level 12 (N.F) after 05 years' service in Level 11; Level 13 (N.F) after 05 years' service in Level 12.
02.	Senior Technical Officer/ Senior Scientific Officer	Level 12	Level 13 (N.F) after 05 years' service in Level 12 (as a Joint Registrar); Level 13A (N.F) after 05 years' service in Level 13.

N.F means Non-Functional. All above Non-Functional Financial Upgradation will be subject to satisfactory performance appraisal/assessment.

### **d) Security Staff:**

<b>S. No.</b>	<b>Name of the Post</b>	<b>Pay Level as per 7<sup>th</sup> CPC</b>	<b>Provisions for Financial Upgradation</b>
01.	Security Officer	Level 10	Level 11 (N.F) after 05 years' service in Level 10; Level 12 (N.F) after 05 years' service in Level 11; Level 13 (N.F) after 05 years' service in Level 12.
02.	Chief Security Officer	Level 12	Level 13 (N.F) after 05 years' service in Level 12; Level 13A (N.F) after 05 years' service in Level 13.

N.F means Non-Functional. All above Non-Functional Financial Upgradation will be subject to satisfactory performance appraisal/assessment.

e) **Library Staff:**

S. No.	Name of the Post	Academic Pay Level as per 7 <sup>th</sup> CPC	Provisions for Financial Upgradation
01.	Assistant Librarian	10	As per the UGC guidelines (as amended from time to time) endorsed by MHRD vide letter no. F.No. 15-4/2018-TC dated 18/10/2018.
02.	Deputy Librarian	12	

N.F means Non-Functional. All above Non-Functional Financial Upgradation will be subject to satisfactory performance appraisal/assessment.

f) **Physical Education and Sports Staff:**

S. No.	Name of the Post	Academic Pay Level as per 7 <sup>th</sup> CPC	Provisions for Financial Upgradation
01.	Sports Officer	10	As per the UGC guidelines (as amended from time to time) endorsed by MHRD vide letter no. F.No. 15-4/2018-TC dated 18/10/2018.

N.F means Non-Functional. All above Non-Functional Financial Upgradation will be subject to satisfactory performance appraisal/assessment.

g) **Hospital / Health Staff:**

S. No.	Name of the Post	Pay Level as per 7 <sup>th</sup> CPC	Provisions for Financial Upgradation
01.	Medical Officer	10	As per the DACP guidelines issued by Ministry of Health & Family Welfare (as amended from time to time) and endorsed by MHRD vide letter no. F.No. 17-3/2010-TS-I dated 09/09/2010. The financial upgradation will be without any change in designation.

N.F means Non-Functional. All above Non-Functional Financial Upgradation will be subject to satisfactory performance appraisal/assessment

h) **Hindi Staff:**

S. No.	Name of the Post	Pay Level as per 7 <sup>th</sup> CPC	Provisions for Financial Upgradation
01.	Hindi Officer	Level 10	Level 11 (N.F) after 05 years' service in Level 10; Level 12 (N.F) after 05 years' service in Level 11; Level 13 (N.F) after 05 years' service in Level 12.

N.F means Non-Functional. All above Non-Functional Financial Upgradation will be subject to satisfactory performance appraisal/assessment.

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