



Indian Institute of Technology Rajasthan

Advertisement No. IITJ/2009/2

Applications in the prescribed format are invited from Indian Nationals for appointment on regular basis or on standard deputation terms for following posts at this institute :

1. Registrar : 1 post

Scale of pay : Rs.16,400-450-20, 900-500-22400 (VI pay scale is likely to be revised soon)

Minimum Qualifications and Experience: (1) A post graduate degree with at least 55% marks or equivalent grade; (2) At least 15 years of experience as Lecturer/Asst. Professor/Reader of which 8 years should be in Asst Professor's (Rs. 12000-18300) grade with experience in educational administration OR Comparable experience in research establishments / other institutes of higher education or training / industry with minimum 8 years at the level of Deputy Registrar (Rs. 12000-18300 scale) or equivalent post. **Desirable:** Experience of developing educational infrastructure, capacity to facilitate learning in a residential institution and knowledge of local conditions of the State.

2. Deputy Librarian : 1 post

Scale of pay : Pay Band - 3 : Rs. 15,600 - 39,100 with grade pay Rs. 7600

Minimum Qualifications and Experience: (1) A post graduate degree with at least 55% marks or equivalent grade in Library Science (2) 5 years as Assistant Librarian of reputed academic institute/university. **Desirable:** Knowledge of computer application and Library Information Software would be preferred.

3. Asst. Registrar : 2 posts

Scale of pay : Pay Band - 3 : Rs. 15,600 - 39,100 with grade pay Rs. 5400

Minimum Qualifications and Experience: (1) A post graduate degree with at least 55% marks or equivalent grade; (2) At least 3 years relevant experience in materials procurement / public relation / finance / accounts and audit / general administration / legal matter in a government organization or Industry.

4. Project Engineer cum Estate Officer : 1 post

Scale of pay : Pay Band - 3 : Rs. 15,600 - 39,100 with grade pay Rs. 6600

Minimum Qualifications and Experience: (1) A 1st Class Bachelor's Degree in Civil Engineering. (2) A minimum of 8 years experience civil works viz. construction and maintenance of multi-storey RCC framed structure buildings, roads, services and utilities appropriate to a large campus and related aspects of estate management. Out of the above at least 5 years experience should be at level of Asst. Executive Engineer or equivalent level in the industry. **Desirable:** The candidates with experience in CPWD procedures, relevant knowledge of computer application, structural design software and project management would be preferred.

5. Junior Engineer : 2 posts (Civil 1, Electrical 1)

Scale of pay : Pay Band - 2 : Rs. 9300 - 34,800 with grade pay Rs. 4200

Minimum Qualifications and Experience: Degree in Engineering (Civil or Electrical) with at least one year's field experience or diploma in engineering (Civil or Electrical) with 3 years field experience with basic knowledge of relevant computer applications.

6. Sr. Library Information Assistant : 2 posts

Scale of pay : Pay Band - 2 : Rs. 9300 - 34800 with grade pay Rs. 4200

Minimum Qualifications and Experience: (1) Degree from a recognized university or, equivalent with degree of bachelor of library science of a recognized university/institute. (2) Two years experience in a reputed library with knowledge of relevant computer applications for library.

7. Junior Superintendent (PS to Director and PA to Registrar) : 2 posts

Scale of pay : Pay Band - 2 : Rs. 9300 - 34800 with grade pay Rs. 4200

Minimum Qualifications and Experience: (1) Master's degree or Bachelor's degree with two years relevant experience. (2) Knowledge of office management, shorthand, computer office applications, and secretarial practices.

8. Junior Accountant : 1 post

Scale of pay : Pay Band - 1 : Rs. 5200 - 20200 with grade pay Rs. 2400

Minimum Qualifications and Experience: B. Com with at least 2 years relevant experience of accounts and knowledge of accounting softwares. **Desirable:** Knowledge of auditing and taxation.

9. Junior Assistant : 4 posts

Scale of pay : Pay Band - 1 : Rs.5200 - 20200 with grade pay Rs. 2000

Minimum Qualifications and Experience: Bachelors Degree with knowledge of computer office applications. **Desirable:** Background of accounts and knowledge of secretarial practices

10. Junior Lab Assistant : 3 posts

Scale of pay : Pay Band - 1 : Rs. 5200 - 20200 with grade pay Rs. 2000

Minimum Qualifications and Experience: Bachelor's Degree or Diploma in Engineering (three years duration) in appropriate field with knowledge of computer applications.

GENERAL CONDITIONS :

Maximum Age : For Group - A posts (Sl. No. 1 to 4) - 50 years, Group-B Posts (Sl. No. 5 to 7) - 32 years. Group-C Posts (Sl. No. 8 to 10) - 27 years. Relaxation in age would be admissible as per Central Government Rules. Employees of IITs who are educationally qualified can be considered for the recruitment across the whole IIT system upto a maximum of 50 years of age.

Reservation : As per Government of India norms.

GENERAL INSTRUCTIONS

1.	The post carries retirement/terminal benefits as per Govt. of India norms.
2.	Besides pay, the post carries allowances according to the Institute rules, which at present are at par with Central Government employees.
3.	The SC/ST & OBC candidates are required to attach the Caste Certificate as per format prescribed by the Government of India.
4.	The institute reserves the right to relax any of the qualifications/experience in exceptional cases, or in the case of person already holding analogous positions in a University/research institution/industry.
5.	Higher initial pay may be given to exceptionally qualified and deserving candidates.
6.	The Institute reserves its right to place a reasonable limit on the total number of candidates to be called for test / interview. Fulfillment of essential qualifications per-se does not entitle a candidate to be called for test / interview.
7.	The Institute reserves the right not to fill up the post and its decision in this regard shall be final.
8.	Persons serving in Government/Semi-Government/Public Sector Undertakings, should send their applications either through proper channel or should furnish a no objection certificate at the time of interview. They can, however, send an advance copy, along with demand draft in original.
9.	The complete postal address (including telephone/Fax/Mobile No. & E-mail address) of the present employer mentioning the name of the organization and whether the organization is a Govt./Semi Govt./Autonomous/Public Sector Undertakings/Private Sector should be indicated in the Application Form.
10.	Application should be accompanied with a non refundable demand draft of Rs. 100/- drawn in favour of "Indian Institute of Technology Rajasthan" payable at SBI IIT Kanpur. SC/ST and Physically Handicapped candidates are not required to submit demand draft. Candidate must submit separate application if applying for more than one post.
11.	Candidates called for interview will be paid sleeper/ AC-II/AC-III rail fare for to & fro journey by the shortest route as per entitlement.
12.	Incomplete application or without relevant supporting enclosures/without prescribed demand draft will be out rightly rejected. Interim correspondence will not be entertained and replied to.

For details related to application form, terms & conditions please visit Institute Website : <http://www.iitk.ac.in/iitj>
Application be sent to The Director, IIT Rajasthan, Camp Office, 3rd Floor (Helicopter Building), I.I.T. Kanpur 208 016 (UP) INDIA
E-mail : iitjrecruitment@gmail.com, so as to reach him in any case on or before July 31, 2009, positively.