



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH

Near National Highway No. 16, Kadakatla, Tadepalligudem – 534101

West Godavari District, Andhra Pradesh, India

Advertisement No. NIT Andhra/NTS/2021/01 dated 09.06.2021

Recruitment of Non-Teaching Staff Posts at NIT Andhra Pradesh

NIT Andhra Pradesh (An Institute of national importance declared as such under the National Institutes of Technology Act) invites online applications from the Indian Nationals for the recruitment to the following Non-Teaching Staff Posts in the Institute:

S. No.	Post	Group	No. of Vacancies				
			UR	OBC	SC	PWD	Total
1	REGISTRAR	A	01	-	-	-	01
2	LIBRARIAN	A	01	-	-	-	01
3	SAS OFFICER	A	01	-	-	-	01
4	SAS ASSISTANT	B	01	-	-	-	01
5	JUNIOR ENGINEER	B	01	01	-	-	02
6	TECHNICIAN	C	02	-	01	01	04
7	SENIOR TECHNICIAN	C	01	-	-	-	01
8	JUNIOR ASSISTANT	C	02	01	01	-	04
	Total		10	02	02	01	15

Note: Detailed educational qualifications, experience and other criteria for selection to Non-Teaching Staff positions are mentioned at ANNEXURE (appended below to this notice). Candidates are advised to go through the details of posts and general instructions before applying.



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GENERAL INSTRUCTIONS/INFORMATION

1. Online applications are invited in the prescribed format for recruitment of Non-Teaching Staff in the Institute against the advertisement (Advt. No. NIT Andhra/NTS/2021/01). Detailed educational qualifications, experience and other criteria for selection shall be as per Recruitment Rules-2019 for Non-Teaching Staff vide O.M. No.F.35-5/2018 – TS.III, dated 04.04.2019 issued by MHRD, Govt. of India or any other relevant notifications/clarifications issued by Ministry of Education, Govt. of India till the completion of recruitment process.
2. The age limit shown in the Recruitment Rules-2019 (No.F.35-5/2018 – TS.III, dated 04.04.2019 issued by MHRD, Govt. of India) is the normal age limit. Suitable age relaxation shall be considered in accordance to the OM No.15012/2/2010-Estt.(D) dated 27.03.2012 issued by Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training), Government of India.
3. **Candidates are requested to apply only Online** against this advertisement through the Online Application form available on institute website www.nitandhra.ac.in. They are also requested to go through carefully the details of posts and instructions published in this advertisement before filling the online applications.
4. The non-refundable application fee is Rs.1000/- per application for General & OBC candidates. However, non-refundable application fee is Rs.500/- per application for SC/ST/PWD candidates.
5. **The prescribed application fee shall be paid only through Payment Gateway provided in the application portal. Demand Drafts (DDs) are not accepted.**
6. **Separate online application must be submitted for each cadre/grade along with prescribed fee.**
7. Online application portal commences from 11.06.2021. **Last date for filling and submission of online application is 10.07.2021 up to 05:00PM.** Last date for receipt of PDF printout of the online application along with all relevant documents is **19.07.2021**.
8. The PDF printout of the online application along with all relevant documents should be sent in a sealed envelope marked as “**Application for the Non-Teaching Staff post of at NIT Andhra Pradesh**” to the address **The Director, National Institute of Technology Andhra Pradesh, Kadakatla, Tadepalligudem - 534101, West Godavari, Andhra Pradesh, India** through Speed Post/ Registered Post only so as to reach on or before **19.07.2021**. Late applications will be rejected.
9. The cutoff date of determining eligibility of candidates in all aspects is the closing date for submission of online application i.e., 10.07.2021. No further queries or relaxations are entertained in this regard.
10. Candidates who have applied for the post of **Registrar** (S.No.1) in response to our earlier advertisements 1. Advt. No. NITAP/ NTS/ 2019/ Advt-001), dated 11.12.2019 and Advt. No. NITAP/NTS/2019/Advt-002, dated 17.03.2020 need not apply again.



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However, they can update their data by sending necessary details with documentary evidence.

11. Candidates who wish to apply for more than one post should apply separately for each post in the prescribed manner and separate application (The User ID should be different) with requisite fee must be submitted for each post.
12. For the posts against S.No. 3-8, Selection will be done in two phases i.e Written Examination and/or Skill Test/ Physical Test /Proficiency Test based on the nature of the post.
13. Name of the shortlisted candidates will be displayed in the Institute website. All information regarding Written Examination /Skill Test/ Physical Test /Proficiency Test to be conducted, the schedule and venue etc. will be provided through the Institute website only. The Institute will not be responsible in any manner, if, a candidate fails to visit / access the website in time. Candidates are requested to **visit institute website i.e. www.nitandhra.ac.in regularly for detailed selection procedure, Syllabus and other updated information in this regard.**
14. No TA/DA will be paid for attending Examination/ Test/ Interview.
15. Candidates serving in any Government or Semi-Government organizations/ institutions and PSUs should route and send their PDF printout of the filled in application either THROUGH PROPER CHANNEL or should furnish a NO OBJECTION CERTIFICATE along with the application form.
16. A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the candidates belong is included in the list of reserved communities issued by the Central Government. If a candidate indicates in his/her application form that he/she belongs to SC/ST/OBC/EWS/General category but subsequently writes to the Institute to change his/her category, such request shall not be entertained by the Institute.
17. For SC/ST candidates, the application form should be submitted with a copy of the relevant caste certificate. The OBC/ EWS candidates should produce valid Non – Creamy Layer OBC/ family income certificate respectively by the competent authority empowered for the purpose and issued **on or after 01.04.2021**. If valid certificate is not attached, the application will be considered under General Category.
18. Physically Handicapped (PH) Persons or Persons with disabilities, can apply to the respective posts even if the post is not reserved for them. However, such candidates will be considered for selection to such post by general standard of merit. Persons suffering from not less than 40% of relevant disability shall alone be eligible for the benefit of reservation and other relaxations as permissible under the rules. Thus, Physically Handicapped (PH) persons can avail benefit of: i) Reservation and other Concessions & Relaxations as permissible under the rules only when degree of physical disability is 40% or more and the posts are reserved for PH candidates. ii) Other Concessions & Relaxations as permissible



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under the rules only when degree of physical disability is 40% or more and the posts are suitable for PH candidates.

19. The persons with disability (PWD) with 40% and above shall be required to produce medical certificate in the prescribed form issued by the competent medical authorities for the purpose of employment.
20. **Original documents and Photo ID proof** (Aadhaar /Passport/Voter ID/PAN Card) will have to be produced at the time of Written examination/interview whichever is applicable; else the candidate will not be allowed to attend the written examination/interview.
21. The Institute reserves the right to modify / defer or cancel the advertisement/ recruitment at any stage of processing without assigning any reasons.
22. The candidate is responsible for the correctness of the information provided in the application. If it is found at a later date that any information given in the application is incorrect / false, the candidature / appointment is liable to be cancelled / terminated at any stage even after joining the institute.
23. Candidates found successful in WRITTEN EXAMINATION as the case may be shall have to produce original documents as claimed in the application form for verification. Any claim/document of the candidate so qualified in the WRITTEN EXAMINATION is found false or incorrect, he/she shall have no claim for further recruitment process/appointment.
24. The decision of the Institute in all matters will be final. No correspondence /interim inquiries will be entertained from the candidates in connection with the process of selection including reasons for not being called for WRITTEN EXAMINATION/ INTERVIEW.
25. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment, the Institute reserves the right to withdraw/cancel/modify any communication made to the candidates.
26. In case of ambiguity, if found in the recruitment rules pertaining to essential/ desirable qualifications and credentials, the decision of competent authority shall be deemed to be final.
27. Legal disputes, if any, with National Institute of Technology Andhra Pradesh, will be restricted within the jurisdiction of Honorable High Court of Andhra Pradesh.
28. Canvassing in any form will result in disqualification of his/her candidature.

**Sd/-
DIRECTOR**



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ANNEXURE

(Educational qualifications, Experience and Other criteria for Non-Teaching Staff)

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

Sl.No.	Particular	Criteria
1.	Name of the Post	Registrar
2.	Number of Post(s)	01
3.	Classification	Group - A
4.	Scale of Pay (Grade Pay, Band Pay)	PB 4 (Rs.37400-67000) with Grade Pay of Rs.10000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit	56 years
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	Deputation (including Short Term Contract) for a period of 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.
11.	In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	<u>Deputation (including Short Term Contract),</u> Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institute of national importance or Govt. laboratory or PSU:- <u>Educational Qualification & Experience:</u> <u>Essential Educational Qualification:</u> Masters' degree with at least 55% Marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute. <u>Experience:</u> i) Holding analogous post. ii) At least 15 year's experience as Assistant Professor in the AGP of 7000/- and above

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Sl.No.	Particular	Criteria
		or with 8 years of service in the AGP of 8000/- and above including as Associate Professor along with 3 years experience in educational administration, or iii) Comparable experience in research establishment and /or other institutions of higher education, or iv) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post in the GP of Rs.7600/- or above. Desirable: i) Qualification in area of Management / Engineering /Law. ii) Experience in computerized administration / legal / financial / establishment matters.
12.	If DPC exists, what is its composition	Not Applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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Recruitment Rules (2019) for the post of LIBRARIAN in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Librarian
2.	Number of Post(s)	As per sanctioned strength
3.	Classification	Group - A
4.	Scale of Pay (Grade Pay, Band Pay)	PB 4 (Rs.37400-67000) with GP of Rs.10000/-
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	56 years
7.	Educational and other qualifications required for direct recruits	<u>Educational Qualification and Experience:</u> <u>Essential:</u> <u>Educational Qualification:</u> Master's Degree in Library Science/ Information Science/Documentation with CGPA of 6.5 in 10 points scale or at least 60% marks or its equivalent grade of 'B' in the UGC seven point scale and a consistently good academic record set out in these Regulations. <u>Experience:</u> i) holding analogous post or ii) At least ten years' experience as a Deputy Librarian in the library of technical University, educational institute of national importance, or any other large technical library at least 3 years being spent on a post in PB-4 (Rs.37400 - 67000/-) with GP of Rs.8700/- or an equivalent post. iii) Experience (supported with evidence) of innovative Library service and commitment for computerization of library. <u>Desirable:</u> Higher degree (Ph. D. or equivalent) in a relevant Discipline directly relevant to Library Science/ Information Science/Documentation.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable

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Sl.No.	Particular	Criteria
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% Direct recruitment failing which by Deputation (including Short Term Contract) for a period of 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time. <u>Note:</u> Age Limit :- not exceeding 56 years
11.	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/ transfer to be made	<u>Deputation (including Short Term Contract):</u> Officers from the Central/ State Government or Institutes of national importance or universities/ University level institution or PSU; and a) i) holding analogous post or ii) With at least 3 years service in posts in PB-4 (Rs.37400-67000/-) with GP of Rs.8700/- or AGP of Rs.9000/- or its equivalent and having experience of innovative Library service and commitment for computerization of library. b) Possessing educational qualification and experience as prescribed in Row 7. <u>Desirable:</u> Higher degree (Ph. D. or equivalent) in a relevant Discipline directly relevant to Library Science/ Information Science/Documentation.
12.	If DPC exists, what is its composition	Not applicable.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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**Recruitment Rules (2019) for the post of STUDENTS ACTIVITY & SPORTS (SAS)
OFFICER in NITs**

Sl.No.	Particular	Criteria
1.	Name of the Post	Students Activity & Sports (SAS) Officer
2.	Number of Post(s)	As per sanctioned strength
3.	Classification	Group - A
4.	Scale of pay (Grade Pay, Band Pay)	<p>PB : 3 (Rs.15,600 - 39,100/-) with Grade Pay of Rs.5400/-. After Five years of service as SAS Officer with GP of Rs5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation.</p> <p>(Those who are already appointed on AGP of Rs.6000/- may continue with same AGP as recommended by the selection committee till 5 yrs of their service. Already appointed on AGP of Rs.6000/- shall move to GP of Rs.6600/- instead of AGP of Rs.7000/- (As there is no GP exist at Rs.6000/- and Rs.7000/- in Non-Teaching) after 5 yrs of their service. No Further Recruitment will be made on AGP of Rs.6000/- the existing column may be replaced as: PB 3 (Rs.15,600 - 39,100) with GP of Rs.5400/-. After Five years of service as SAS Officer with GP of Rs.5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of Rs.6600/- with the same designation.)</p>
5.	Whether Selection Post or non-Selection Posts	Not applicable
6.	Age limit for direct recruits	35 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	<p><u>Educational qualification and Experience:</u></p> <p><u>Essential:</u></p> <p><u>Educational qualification:</u></p> <p>Master's Degree in Physical Education or Master's Degree in Sports Science or equivalent degree with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University /</p>

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Sl.No.	Particular	Criteria
		Institute. Record of having represented the University / College at the inter-University/Inter-Collegiate competitions or the State and/or national championships; Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations. Desirable: i) Experience in guiding group of students in creative activities. ii) Candidate with higher degree (Ph.D. or equivalent) in a relevant Discipline shall be preferred. iii) Record of organizing such events as student's convener or in later part of life. iv) Record of strong involvement and proven track record of participation in sports and drama / music / films / painting / Photography / journalism event management or other student/ event management activities during college / University studies.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational qualification: No, but must possess at least Master's degree in Physical education or Sports Science or equivalent from a recognized University/ Institute
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct Recruitment, failing which by deputation (including Short Term c 25% by promotion failing which by deputation (including Short Term contract).
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion /	Promotion: Promotion from the post of SAS Assistant (SG-II) with Grade Pay of Rs.4800/- with 5 years regular service or SAS Assistant (SG-I) with

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Sl.No.	Particular	Criteria
	deputation / transfer to be made	Grade Pay of Rs.5400/- with two years regular service and working performance record (APAR), through prescribed test and interview. Deputation (including Short Term contract): Officer of the Central / State or similar services / semi -Govt./ PSU / Statutory or Autonomous organization or University / Institution of national importance. a) holding analogous post and b) Possessing educational qualification as prescribed in Row 7
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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

Sl.No.	Particular	Criteria
1.	Name of the Post	Jr. Engineer / SAS Assistant / Library and Information Assistant
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - B
4.	Scale of Pay (Grade Pay, Band Pay)	PB -2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.4200/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	30 years.
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>A. Junior Engineer First Class B.E. / B.Tech. in Civil/Electrical Engineering from a recognized University or Institute. OR First Class Diploma in Civil/Electrical Engineering with excellent academic record</p> <p>B. SAS Assistant (i) First Class Bachelor's Degree in Physical Education from a recognized University or Institution. (ii) Strong record of participation in sports and drama / music / films / painting / Photography / journalism event management or other student/ event management activities during college / University studies.</p> <p>C. Library & Information Assistant First Class Bachelors Degree in Science /Arts/ Commerce from recognized University /Institute and Bachelor's Degree in Library and Information Science.</p> <p>Desirable (for C only): Post Graduate Diploma in Library Automation and Networking, PGDCA or equivalent from a recognized Institution.</p>
8.	Whether age and educational qualifications prescribed for direct	Not Applicable

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Sl.No.	Particular	Criteria
	recruits will apply in the case of promotees	
9.	Period of probation, if any	1 Year for direct recruits as per NIT Statutes.
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	100% direct recruitment
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Not Applicable
12.	If DPC exists, what is its composition	Not Applicable.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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Recruitment Rules (2019) for the post of TECHNICIAN

Sl.No.	Particular	Criteria
1.	Name of the Post	Technician
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, Band Pay)	PB :1 (Rs.5,200 - 20,200/-) with Grade Pay of Rs.2000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	27 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	Essential: Senior secondary (10+2) with Science from a Government recognized board with at least 60% marks Or Senior secondary (10+2) from a Government recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade. Or Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade. Or Diploma in Engineering of three year's duration in relevant field from a Government recognized Polytechnic / Institute.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational Qualifications: No. However, must possess at least Senior Secondary with Science or Secondary and ITI certificate of 2 years duration in appropriate trade.
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes
10.	Method of Recruitment : whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	i) 75% Direct recruitment ii) 25% by Promotion.

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Sl.No.	Particular	Criteria
11.	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/ absorption to be made	Promotion: Lab Attendant (SG-II) with at least 2 years regular service with Grade Pay of Rs.2000/- through DPC and working performance record (APAR), through prescribed test and interview.
12.	If DPC exists, what is its composition	As per provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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Recruitment Rules (2019) for the post of SENIOR TECHNICIAN in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Senior Technician
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, Band Pay)	PB: 1 (Rs.5,200 - 20,200) with Grade Pay of Rs.2400/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not exceeding 33 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	Essential: Senior secondary (10+2) with Science from a recognized board with at least 60% marks Or Senior secondary (10+2) from a recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade. Or Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade. Or Diploma in Engineering of three year's duration in relevant field from a recognized Polytechnic / Institute. Desirable: Bachelor's degree
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational Qualifications: No. However must possess any of the qualifications mentioned in Row 7 without insisting on percentage of marks/class.
9.	Period of probation, if any	1 year for direct recruits as per NIT Statutes
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	50% by Promotion. 50% by Direct Recruitment

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Sl.No.	Particular	Criteria
11.	In case of recruitment by promotion/deputation/absorption, grades from which promotion/ deputation/ absorption to be made	<u>Promotion :</u> At least 5 years regular service as Technician in PB-1, GP 2000/- or at least 5 years combined service of Lab. Attendant (SG-II) and Technician in PB-1, Grade Pay of Rs.2000/- through DPC and working performance record (APAR), through prescribed test and interview.
12.	If DPC exists, what is its composition	As per provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

K. Raju



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH

Near National Highway No. 16, Kadakatla, Tadepalligudem – 534101

West Godavari District, Andhra Pradesh, India

Recruitment Rules (2019) for the post of JUNIOR ASSISTANT in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Junior Assistant
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, Band Pay)	PB : 1 (Rs.5,200 - 20,200/-) with Grade Pay of Rs.2000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	27 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	Senior secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet. Desirable: Proficiency in other computer skills; stenography skills.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Age bar: Not applicable Qualifications and Experience: No, but must possess at least 10+2 and having proficiency in Computer Word Processing.
9.	Period of probation, if any	1 Year for direct recruits as per NIT Statutes
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	75% Direct recruitment. 25% by Promotion.
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Promotion: Office Attendant (SG-II) with at least 2 years regular service with Grade Pay of Rs.2000/- through DPC and working performance record (APAR), through prescribed test and interview.

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Sl.No.	Particular	Criteria
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

K. Raju