



NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR **Jamshedpur-831014, Jharkhand, India**

(An Institution of National Importance under MHRD, Government of India)

NITJSR/REG/ADVT/2019-20/CD/303

Date 24/05/2019

INFORMATION BROCHURE FOR APPOINTMENT OF REGISTRAR

ABOUT THE INSTITUTE

National Institute of Technology Jamshedpur is an Institution of National Importance, by an Act of Parliament (Act 29 of 2007) namely, the National Institutes of Technology Act, 2007, which received the assent of the President of India on the 5th June, 2007. This was formerly known as Regional Institute of Technology (RIT) Jamshedpur and was established on 15th August 1960 with the aim of nurturing young engineers for economic growth of the Nation. NIT Jamshedpur is situated in the western part of the city Jamshedpur. The flowing river Kharkai and picturesque backdrop of low hills on one side, and large tracts of forest on the other side, make the 341.30 acres of rolling campus an ideal place for higher learning and research. NIT Jamshedpur has well qualified faculty and dedicated supporting staff.

Academic Programs:

B.Tech.(Hons) Civil Engineering, Computer Science and Engineering, Electrical and Electronics Engineering, Electronics and Communication Engineering, Mechanical Engineering, Metallurgical and Materials Engineering, Production and Industrial Engineering.

M.Tech. Structural Engineering, Geotechnical Engineering, Water Resources Engineering, Computer Science and Engineering, Information Systems Security Engineering, Power Systems Engineering, Power Electronics and Drives, Embedded Systems Engineering, Communication Systems Engineering, Foundry Technology, Materials Technology, Thermal Engineering, Computer Integrated Design and Manufacturing, Energy Systems Engineering, Manufacturing Systems Engineering, Surface Science and Engineering.

M.Sc Mathematics, Physics, Chemistry

MCA Master of Computer Applications

Ph.D. All Departments of the Institute

1. Prescribed minimum Qualification and Experience for the post of Registrar:

As per annexure – A.

However, any revision in the recruitment Rules for the said post or other relevant notifications, if any, issued by MHRD shall also be applicable.

2. Facilities extended to the employees of NIT Jamshedpur

Facilities are extended to employees of NIT Jamshedpur as per NIT Act and Statutes as well as decisions of the BOG of the Institute/relevant orders from MHRD, New Delhi.

3. Application Fee:

Each application must be accompanied by non-refundable Application Fee of 2000/- (Rupees Two Thousand Only) for UR and OBC applicants. No application fee is required from SC/ST & PWD categories and employees of NIT Jamshedpur. The Application Fee should be remitted through Demand Draft in *favour of* **Director, NIT Jamshedpur payable at Jamshedpur**. Please write Applicant Name / Post applied for on the back of Demand Draft.

GENERAL INSTRUCTIONS AND INFORMATION

- (a) All recruitment and pay-fixation shall be done by the Board of Governors (BOG) of the Institute only on the recommendations of duly constituted Selection Committees. The Decision of the Appointing Authority shall be final. There shall be no scope of fixing of altering pay outside the Selection Committee.
- (b) Higher starting pay may be offered to deserving candidates on recommendation of the Selection Committee upon approval of the Board of Governors.
- (c) Last date of receiving application is **20th June, 2019 (5.00 P.M.)**. The Institute shall not be responsible under any circumstances for any sort of postal delay. Application received after due date will not be entertained and will be summarily rejected.
- (d) Applicants, who have already applied in response to advertisement No. NITJSR/REG/ADVT/2018-19/CD/2187 dated 04/02/2019 and its subsequent corrigendum No. NITJSR/REG/2018-19/CD/2402 dated 07.03.2019 need not apply afresh and their applications will be considered as per new RRs. However, applicants may update their bio-data with additional information, if so desired.**
- (e) **Any addendum/corrigendum and related notifications will be notified on the institute website: www.nitjsr.ac.in only. Applicants are advised to check regularly the institute website for any update/notifications.**
- (f) The minimum qualification, experience are the minimum criteria only for deciding the eligibility. This shall not ensure short-listings for test/ Interview / Selections.
- (g) The duly completed application form and self-attested copies of relevant testimonials, certificates, enclosures and fee etc. is required to be sent by **speed/registered post only to the Registrar, National Institute of Technology Jamshedpur, Jamshedpur-831014, Jharkhand, India, failing which, their candidature will not be considered. Application sent through**

courier services will not be accepted. The envelope containing the application be super scribed as “APPLICATION FOR THE POST OF REGISTRAR”.

- (h) Applications, which are not in prescribed form / without relevant supporting enclosures and fee, shall be summarily rejected. No correspondence shall be entertained in this regard.
- (i) Candidates shall indicate two references of eminent persons in the field / profession, who may be contacted by the Institute for their recommendations.
- (j) The Institute has the right to set higher norms than minimum while shortlisting, taking into account the specific requirements of the institute and shall be binding on all the applicants. The decision of the Institute related to all matters pertaining to the recruitment shall be final and binding on the applicants.
- (k) The date for determining eligibility of candidates in every respect i.e. qualifications, experience and preferred age limit etc. shall be considered as on the closing date, i.e. the last date of the submission of application form.**
- (l) Age relaxation will be given to SC/ST/OBC/PWD as per Govt. of India norms.**
- (m) No TA/DA will be paid for attending test / interview.**
- (n) Persons serving in Govt. / Semi Govt. / PSUs / Universities / Educational Institutions should send their applications either **THROUGH PROPER CHANNEL** or should furnish a **NO OBJECTION CERTIFICATE** from the Competent Authority of the organization serving at the time of interview otherwise they may not be allowed for interview. However, they can submit the advance copy of the application form.
- (o) Original documents along with one set of self-attested copies will have to be produced at the time of interview for verification.**
- (p) The applicants are advised/required to visit the Institute website www.nitjsr.ac.in regularly. It shall be the responsibility of the candidate to monitor the same. The list of candidates short listed for further participation in the selection process such as written/presentation/interview etc. will be displayed on the Institute website. No separate communication/intimation in this regard shall be made by the Institute.**
- (q) In case of any advertent mistake in the process of screening/selection; which may be detected at any stage even after the issue of appointment letter, the institute reserves the right to modify/cancel/withdraw any communication made to the candidates.**
- (r) Legal disputes, if any, with NIT Jamshedpur will be restricted within the jurisdiction of Hon'ble High Court of Jharkhand, Ranchi only.

DOCUMENTS / CERTIFICATES:

Self attested copies of the following Documents/Certificates are required to be attached along with Application form.

- (a) Matriculation / 10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation / 10th Standard or equivalent issued by Central / State Board indicating date of Birth will be considered in support of their claim of age. Where date of birth is not available in certificate / mark sheets, issued by

concerned Educational Boards, School leaving certificate indicating date of birth will be considered.

- (b) Degree/Diploma certificate along with mark sheets pertaining to all the academic years as proof of educational qualification claimed. In the absence of a particular Degree certificate, mark sheets of the Degree program will be accepted.
- (c) NOC and Experience Certificate(s) from the Head(s) of Organization(s) / Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s).
- (d) Caste certificate by candidate seeking relaxation in age as SC/ST/OBC shall be in the prescribed Proforma only from the competent authority indicating clearly the candidate's Caste, the Act/Order, under which, the Caste is recognized as SC/ST/OBC and the village/town the candidate is ordinarily a resident of.
- (e) Physically Handicapped certificate in prescribed Proforma only issued by the competent authority to the Person with Disability for being eligible for appointment to the post on the basis of prescribed standards of Medical Fitness.
- (f) The period of experience rendered by a candidate on part time basis and daily wages will not be counted while calculating the valid experience for short listing the candidates for interview.

Registrar