



**भारतीय प्रौद्योगिकी संस्थान दिल्ली**  
**Indian Institute of Technology Delhi**  
Hauz Khas, New Delhi – 110016. Website : [www.iitd.ac.in](http://www.iitd.ac.in)

**Advt. No. E-II/05/2022 (DR)**

ONLINE applications are invited from the Indian Nationals for filling up the following posts on Direct Recruitment basis: -

S. No.	Grp.	Name of the post	No. of vacancies						Age limit (as on closing date of receipt of application)	Matrix as per 7 <sup>th</sup> CPC
			UR	EWS	SC	ST	OBC	Total		
01.	A	Superintending Engineer	02	-	-	-	-	02	55 years	Level 13
02.	A	Principal Technical Officer	04	-	01	-	02	07	50 years	Level 12
03.	A	Chief Security Officer	01	-	-	-	-	01	50 years	Level 12
04.	A	Deputy Registrar	02	-	-	-	-	02	50 years	Level 12
05.	A	Assistant Registrar	01	01	-	-	01	03	40 years	Level 10
06.	A	Medical Officer	01	01	-	-	-	02	40 years	Level 10
07.	A	Assistant Student Counsellor	02	-	-	-	-	02	40 years	Level 10

## **Prescribed Minimum Qualification/ Experience:**

### **01. Superintending Engineer**

#### **Essential:**

1. (i) Master's degree in appropriate branch of Engineering/Technology or equivalent from a recognized university/Institute **with** at least 55% marks in the qualifying degree.
- (ii) At least 10 years relevant experience out of which at least 05 years of regular clean service in Pay Level 12 as per 7<sup>th</sup> CPC (Grade Pay of Rs. 7600/- as per 6<sup>th</sup> CPC) at the level of Executive Engineer (Senior Scale) or at least 13 years of regular clean service in Pay Level 11 as per 7<sup>th</sup> CPC (Grade Pay of Rs. 6600/- as per 6<sup>th</sup> CPC) at the level of Executive Engineer.

**OR**

- (i) Bachelor's degree in appropriate branch of Engineering/Technology or equivalent from a recognized University/ Institute **with** at least 55% in the qualifying degree.
  - (ii) At least 12 years relevant experience out of which at least 05 years of regular clean service in Pay Level 12 as per 7<sup>th</sup> CPC (Grade Pay of Rs. 7600/- as per 6<sup>th</sup> CPC) at the level of Executive Engineer (Senior Scale) or at least 15 years of regular clean service in Pay Level 11 as per 7<sup>th</sup> CPC (Grade Pay of Rs. 6600/- as per 6<sup>th</sup> CPC) at the level of Executive Engineer.
2. Experience in handling construction & construction management related software, like Computer-aided Design (CAD) etc.

#### **Desirable:**

Experience in the line of coordination & supervision of construction and maintenance of civil works (including Public Health) in Public Works Department.

### **02. Principal Technical Officer**

#### **Essential:**

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 Pay Level 11 as per 7<sup>th</sup> CPC (Grade Pay of Rs. 6600/- as per 6<sup>th</sup> CPC) or equivalent.

**OR**

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 the Pay Level 11 as per 7<sup>th</sup> CPC (Grade Pay of Rs. 6600/- as per 6<sup>th</sup> CPC) or equivalent.

**OR**

Bachelor's 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 the Pay Level 11 as per 7<sup>th</sup> CPC (Grade Pay of Rs. 6600/- as per 6<sup>th</sup> CPC) or equivalent.

2. Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.

#### **Desirable**

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 (Grade Pay of Rs. 6600/- as per 6<sup>th</sup> CPC) or equivalent.

### 03. Chief Security Officer

#### Essential

1. Commissioned Officer of Army / Navy / Air Force or Deputy Superintendent of Police or Assistant Commandant of Police / Security Force having a Bachelor's degree or equivalent from a recognized University with at least 55% marks in the qualifying degree with 15 years relevant experience out of which minimum 05 years must be in Pay Level 11 as per 7th CPC (Grade Pay of Rs. 6600 as per 6th CPC) or at least 13 years in PB-3 with Pay Level 10 as per 7th CPC (Grade Pay of Rs. 5400 as per 6th CPC).

**OR**

A Master's Degree from a recognized University with at least 55% marks in the qualifying degree with at least 15 years relevant experience out of which at least 07 years' experience in the Supervisory capacity in the Pay Level 11 as per 7th CPC (Grade Pay of Rs. 6600 as per 6th CPC) or its equivalent in the Police or in a big security organization, educational Institution / University / PSU etc.

**OR**

A Bachelor's Degree from a recognized University with at least 55% marks in the qualifying degree with at least 20 years relevant experience out of which at least 07 years' experience in the Supervisory capacity in the Pay Level 11 as per 7th CPC (Grade Pay of Rs. 6600 as per 6th CPC) or its equivalent in the Police or in a big security organization educational Institution / University / PSU etc.

2. Should be able to ride motor cycle, motor car and handle fire arms.
3. Should be of sound health and active habits.
4. Should be conversant with security rules and procedures to deal with Police and the Public.

#### Desirable

- (i) Training, conducting enquires & investigation, managing contacts and handling emergency situation like Fire Fighting, Rescue Operations, Floods and Earthquake etc.
- (ii) Possessing a Diploma certificate in Security operations / Fire safety and disaster management from a recognized University / Institute.

### 04. Deputy Registrar

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.

#### Experience :

- (i) At least 09 Years experience as Assistant Professor in the AGP of Rs. 6000/- and above with experience in educational administration.

**OR**

Comparable experience in research establishment and / or other institutions of higher education.

**OR**

05 years of administrative experience as Assistant Registrar or equivalent post in the Pay Level 10 as per 7<sup>th</sup> CPC (GP of Rs. 5400 as per 6<sup>th</sup> CPC) and above.

- (ii) Experience in handling computerized administration / financial matters.

#### Desirable

- (i) A degree in Law / Management / Engineering from a recognized University/ Institute.
- (ii) Chartered or Cost Accountant qualification from a recognized University/ Institute for the post of Deputy Registrar (Accounts / Audit).

## 05. Assistant Registrar

### Essential:

A Master degree or its equivalent in any discipline from a recognized University with at least 55 % marks or its equivalent Grade of B in the UGC seven points scale and consistently good academic record set out in these Regulations.

### Experience:

- (i) At least 05 years relevant administrative experience in supervisory capacity in a Govt. office/university/ technological institution or an organization of repute which may include activities related to examinations, academics, establishment, general administration, R&D, student affairs, Finance /Audit & Accounts, Estate Management etc. in the Pay Level 7/8 as per 7<sup>th</sup> CPC (Grade Pay of Rs. 4600/4800 as per 6<sup>th</sup> CPC) or equivalent.
- (ii) Experience in handling computerized administration / financial matters.
- (iii) Proficiency in the use of variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.

### Desirable:

- (i) A degree in Law / Management / Engineering/ Actuarial Science from a recognized University/ Institute.
- (ii) Chartered or Cost Accountant qualification (CFA/ CS/ CA/ ICWA) from a recognized University/ Institute for the post of Assistant Registrar (Accounts/Audit).

## 06. Medical Officer

### Essential:

M.D. or M.S. in an appropriate branch of Medicine.

OR

Postgraduate Diploma in an appropriate branch of Medicine plus at least 01 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.

### Desirable:

- (i) The above qualifications Diploma / MD / MS preferably in medicine, chest diseases, **Pediatrics (More desirable)**, Obstetrics and Gynecology & family medicine.
- (ii) The work experience should be in a medical college or large Govt. / private Hospital.

## 07. Assistant Student Counsellor

### Essential:

M.A. in Psychology and Graduation in Psychology with at least 55% marks from a recognized University / Institute.

### Experience:

1. 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.
2. Require good oral, written skills, ability to communicate adequately with diverse students and employ population.

**Job Requirement:**

The job would involve active counseling of students largely in the 16-28 age groups, organisational work in connection with developing a suitable counseling programme for students and liaison work with professional volunteer agencies and hospitals for the benefit of the student population of the Institute.

Proficiency in the use of a variety of computer office applications, M.S Word, Excel, Power-point or equivalent is a must.

**Desirable:**

Additional qualification in Mental Health or Counseling.

**GENERAL INSTRUCTIONS**

- 1) Candidates should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement before applying for these posts. Since all the applications will be screened on the basis of data submitted by the candidate in the online application form, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that candidates have furnished false or wrong information, their candidature will be rejected.
- 2) Application once submitted cannot be altered / resubmitted, under any circumstances. Further, no request with respect to making changes in any data/ particular entered by the candidate in the Online Application will be entertained, once the application is submitted successfully. Therefore, please keep all data/ details ready before you start filling up the Application Online.
- 3) In addition to the Matrix as per 7<sup>th</sup> CPC as mentioned against each post, the posts carry the usual allowances at par with those admissible under IIT Delhi rules in the corresponding Pay Matrix.
- 4) For Group - 'A' posts, Rs.500/- (Rupees five hundred only) must be paid through the recruitment portal payment gateway. The application is considered as a submitted application only after the payment of fees. The fee once paid will not be refunded or re-adjusted under any circumstances. No fee is required for SC/ST, PwD category & Woman Candidates.
- 5) Fulfillment of qualifications and experience is an essential requirement. The candidate will be called for certain evaluation process while progressing ahead in the stage(s) of recruitment / selection, following the standards in general. In case, applications received are in excess of the number of posts advertised for the vacant posts, 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, and the shortlisted applicants will be called for certain evaluation process and subsequent stage(s) as applicable on qualifying the same as per decision of the Institute. Also, the candidates are advised to include their entire experience and academic performance at the time of filling the Online Application Form. No request for addition/ deletion later will be entertained. The candidate's eligibility will be assessed based on the information provided in the online application form. No additional documents will be allowed to be added later.
- 6) IIT Delhi reserves the right to reject any or all applications without assigning any reason thereof, or it may amend any of the clauses as per orders of the competent authority. Similarly, the Institute reserves the right to increase or decrease the number of vacancies, postpone or cancel the recruitment altogether for any of the post advertised above or for all the posts without assigning any reason thereof.

- 7) In case of any dispute / ambiguity / confusion that may occur in the process of selection, the decision of the Director, IIT Delhi shall be final.
- 8) For regular employees of IITs who are educationally qualified can be considered for direct recruitment up to a maximum of 50 years of age.

In addition, a uniform five years age relaxation is applicable for departmental candidates in all positions as per R&PRs of IIT Delhi, subject to satisfying the conditions laid down as per DoPT norms (as per notification No. IITD/RS-AREG/2022/15212 dated 25.02.2022).

9) **TA Reimbursement**

No travelling allowance (TA) shall be paid to the outstation candidates called for certain evaluation process. However, SC/ST candidates called for certain evaluation process will be paid 2<sup>nd</sup> AC Class Railway fare in respect of Group 'A' staff posts from the place of duty/residence to Delhi and back by the shortest route. The reimbursement of admissible amount will be made through transfer to their Bank Account on submission of NEFT details by the concerned candidate, and no cash will be paid on the spot. SC/ST candidates already in Central/State Government organizations, Autonomous Body, Public Sector Units etc. services are not admissible for the same.

- 10) The reservations/ relaxations, if any, and the percentage thereof, for PwD / Ex-servicemen will be as per current Central Govt. Orders.
- 11) The selected candidate will be liable to serve on any of the campus of the IIT Delhi.
- 12) The age of superannuation for the post at Sl.No.06 is 65 years and 60 years for all others posts i.e., Sl. No. 01 to 05 & 07.
- 13)(a) The candidates are required to apply **ONLINE** only from **21.10.2022 to 30.11.2022 upto 05:00 P.M. Both dates are inclusive.**
  - (b) For submission of application through ONLINE MODE, please visit **Institute's website**:
    1. Direct Link: <https://ecampus.iitd.ac.in/IITDSR-0/login>
    2. Alternatively: <https://home.iitd.ac.in/jobs-iitd/index.php>
  - (c) Persons serving in Govt./Semi-Govt./PSUs/Autonomous Organization, should forward the printout of completed application THROUGH PROPER CHANNEL within 10 days of the last date of submission of Application Form, failing which such persons shall be required to produce NOC at the time of selection process, provided they must have sent an Advance Copy to **the Recruitment Cell, Room No. 207/C-7, Adjoining to Dy. Director (Ops)'s Office, IIT Delhi, Hauz-Khas, New Delhi – 110016**. The candidate will have to clearly superscribe "Application for the post of \_\_\_\_\_" on the top of the envelope in capital letters.
  - (d) Incomplete application will be summarily rejected.
- 14) Terms and Conditions shall be as per Recruitment and Promotion Rules (R&PRs) of IIT Delhi and the Government of India Rules and orders as applicable to the Institute.

- 15) Candidates are advised to mention their correct and active email address in the application, as all the correspondence like issuance of Admit Card or any other information will be communicated through e-mail only.
- 16) No correspondence or query will be entertained from the candidates regarding the eligibility, status of application, postal delays, conduct and result of tests, selection process etc.
- 17) Candidates desirous of applying for more than one position (post) should submit a separate application for each post and pay prescribed application fee for each position.
- 18) The list (indicating only the Registration numbers) of Shortlisted and Non-Shortlisted candidates will be displayed on Institute Website viz. <https://home.iitd.ac.in/jobs-iitd/index.php> after the shortlisting of the candidates process is completed. The applicants must keep a continuous tab on this website for his/her shortlisting/non-shortlisting. Representations on the shortlisting, if any, must reach the Institute within a period of 10 (ten) days from the date of publication of such lists, on the email [e2recruit@admin.iitd.ac.in](mailto:e2recruit@admin.iitd.ac.in).