



भारतीय प्रौद्योगिकी संस्थान रुड़की / Indian Institute of Technology Roorkee

रुड़की-247667 / Roorkee 247667

(उत्तराखण्ड / Uttarakhand)

Ph No. 01332- 284563, E-mail: recruitment@iitr.ac.in

Advertisement No.IITR/Establishment/2019/03

Dated, the 13th December, 2019

Indian Institute of Technology Roorkee, Roorkee invites **only the online applications** for the posts as per the details given below. The On-line option will remain open from 19.12.2019 to 18.01.2020. The print out of completed online applications alongwith all relevant supporting documents, **duly self-attested**, addressed to the Assistant Registrar (Recruitment-II), Establishment Services, James Thomason Building, Indian Institute of Technology Roorkee, Roorkee-247667 (Uttarakhand) must reach in the Institute on or before 27.01.2020 through Speed/Registered post only. The A4 size envelope containing complete application should be super-scribed "Application for the post of _____".

To apply online and for important instruction to the candidates please visit Institute's website www.iitr.ac.in. Applicants are advised to visit Institute's website regularly for any update related to this advertisement.

Sl. No.	Name of the post	Pay Level (7 th CPC)	Number of Vacancy						Total
			UR	SC	ST	OBC	EWS	PWD	
1.	Registrar*	Pay Level-14	01	-	-	-	-	-	01
2.	Institute Engineer*	Pay Level-13	01	-	-	-	-	-	01
3.	Chief Medical Officer	Pay Level-12	01	-	-	-	-	-	01
4.	Scientific Officer Grade-II	Academic Pay Level-10	02	-	-	01 Backlog	-	One post for VH (LV) Backlog	03
5.	Executive Engineer (Civil)	Pay Level-11	-	-	-	01 Backlog	-	-	01
6.	Technical Officer Level-I (Post Code-6.1)	Pay Level-10	02	01 Backlog Vacancy	-	-	01	One post for OH(OL) Backlog	04
	Technical Officer Level-I (Post Code-6.2)								
	Technical Officer Level-I (Post Code-6.3)								
7.	Technical Officer Level-II (Post code-7.1)	Pay Level-11	01	-	01	01 Back log	-	-	03
	Technical Officer Level-II (Post code-7.2)								
8.	Technical Officer Level-III	Pay Level-12	01	-	-	-	-	-	01
9.	General Duty Medical Officer	Pay Level-10	01	01 Backlog	-	01 Backlog	-	-	03

*In anticipation of likely vacancies.

UR-Unreserved, OBC-Other Backward Class, SC-Scheduled Caste, ST-Scheduled Tribes, EWS-Economically weaker section, PWD-Persons with Disability.

The essential, desirable qualifications and experience for the above post(s) are as under:

1.	Registrar	
	Essential	<p>A Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7 point scale.</p> <p>Experience:</p> <p>(i) 15 years of administrative experience, of which 08 years shall be as Deputy Registrar or an equivalent post. OR</p> <p>(ii) Comparable experience in research establishment and/or other Institutions of higher education.</p>
	Desirable	<p>(i) Proven ability in administration, preferably in large educational or research institution.</p> <p>(ii) Experience in handling computerized administration (e-governance), legal, Financial, establishment matters.</p> <p>(iii) Experience in dealing with large body of students, scholars and staff.</p>
2.	Institute Engineer	
	Essential	<p>A first class degree (Bachelor's/Master's) in Civil/Electrical Engineering with a minimum of 15 years' experience, out of which at least 8 years as Executive Engineer in Civil/Electrical Works (in GP 6600 or above).</p>
	Desirable:	<p>(i) Knowledge of CPWD works manual, CPWD specifications, Structural design, Tender Documentation, Contract Management, CPWD account code, Financial accounting, arbitration and reconciliation, GIS, GPS, administration and working knowledge of inter disciplinary engineering fields like electrical and HVAC.</p> <p>(ii) Experience and Knowledge of works related to accounting, arbitration, contract and labour laws, computer applications and leadership qualities and coordination with various disciplines (such as electrical, mechanical, water works, public health, air-conditioning etc.) and agencies will be preferred.</p>
	Job Responsibilities:	<p>(a) Overall responsibility, supervision and monitoring of the Section, Unit concerned, (b) Implementation and follow-up action on the policy matter of Infrastructure Development in the Institute and (c) any other task(s) as may be assigned by the authorities of the Institute from time to time.</p>
3.	Chief Medical Officer	
	Essential	<p>MD/MS in an appropriate branch of Medicine plus at least 11 years experience in a recognized hospital of which at least 05 years must be at the level of Senior Medical Officer.</p>

4.	Scientific Officer, Grade-II	
	Essential	M.E./M.Tech. in Computer Science & Engineering/Electronics & Communication Engineering/Instrumentation with a 1 st class or its equivalent grade. OR B.E./B.Tech. in Computer Science & Engineering/Electronics & Communication Engineering/Instrumentation with a 1 st class or its equivalent grade with two years relevant experience. OR M.Sc. in Computer Science or MCA with a 1 st class or its equivalent grade with two years' relevant experience.
	Desirable	Experience/working knowledge of ERP, SAP or similar software. OR Experience in computerization, networking and management of website, online Library Management Software in High-Tech Library of a Technical Educational Institute.
5.	Executive Engineer (Civil)	
	Essential	Bachelor Degree in Civil Engineering or equivalent with 08 years relevant experience in the pay scale of PB-3 Grade Pay Rs. 5400 (Pay level-10 in 7 th CPC) OR Master Degree in Civil Engineering or equivalent with 06 years relevant experience. Preferably 1 st Division in B.Tech. and M.Tech.
6.1	Technical Officer, Level-I (No. of posts – 02) (Postcode – 6.1/2019)	
	Essential	M.Tech in Mechanical/Hydraulics Engineering with good IInd class or equivalent OR B.Tech. in the Mechanical Engineering with II class of its equivalent with two years relevant experience.
	Desirable	In addition to the essential qualification: 2 years experience of operation and maintenance of sophisticated/computer based instruments in an educational institute of repute or R&D organization
6.2	Technical Officer, Level-I (No. of posts – 01) (Postcode – 6.2/2019)	
	Essential	M.Tech. in Electronics & Communication/Electrical/Instrumentation Engineering with good IInd class or equivalent OR B.Tech. in Electronics & Communication/Electrical/Instrumentation Engineering with good IInd class or equivalent with two years relevant experience.
	Desirable	In addition to the essential qualification: 2 years experience of operation and maintenance of sophisticated/computer based instruments in an educational institute of repute or R&D organization

6.3	Technical Officer, Level-I (No. of posts – 01) (Postcode – 6.3/2019)	
	Essential	M.Tech. in Civil Engineering with good IInd class or equivalent OR B.Tech. in Civil Engineering with good IInd class or equivalent with two years relevant experience.
	Desirable	2 years experience of operation and maintenance of sophisticated/computer based instruments in an educational institute of repute or R&D organization
7.1	Technical Officer, Level-II (No. of post-02) (Postcode-7.1/2019)	
	Essential	Ph.D. in Physics/Chemistry/Electronics & Communication Engineering. OR M.Tech. with good IInd class in the relevant area with three years relevant experience. OR B.Tech. with good IInd class in the relevant area with five years relevant experience.
	Desirable	In addition to the essential qualification: 3 years experience of operation and maintenance of sophisticated/computer based instruments in an educational institute of repute or R&D organization.
7.2	Technical Officer, Level-II (No. of post-01) (Postcode-7.2/2019)	
	Essential	Ph.D. in Chemistry/Paper Technology/Packaging Technology OR M.Tech. with good IInd class in relevant area with three years relevant experience. OR B.Tech. with good IInd class in the relevant area with five years relevant experience.
	Desirable	In addition to the essential qualification: 3 years relevant experience in paper or packaging industrial/research/teaching experience in an educational institute of repute or R&D organization.
8.	Technical Officer, Level-III	
	Essential	Ph.D. in Mechanical Engineering/Hydraulics with 5 years relevant experience. OR M.Tech. in Mechanical Engineering/Hydraulics with good IInd class with 7 years relevant experience. OR B.Tech. in Mechanical Engineering with good IInd class with 9 years relevant experience.
	Desirable	In addition to the essential qualification: 5 years experience of operation and maintenance of sophisticated/computer based instruments in an educational institute of repute or R&D organization.

9.	General Duty Medical Officer	
	Essential	MBBS from a university, recognized by Medical Council of India (MCI) with at least two years of experience in a recognized Hospital. Preference will be given to the candidates who have the qualification of MD/MS Degree or PG Diploma with two years experience in a recognized Hospital.

The candidates fulfilling the above qualifications and experience may submit their applications through online application submission system on the Institute website (www.iitr.ac.in). An application fee (non- refundable) of Rs.500/- will be applicable. No application fee is required from IIT Roorkee employees, SC/ST candidates and Divyang (Persons with Disabilities) candidates & women candidates.

The last date for receipt of print out of completed online application in the Institute is 27.01.2020.

General Instructions to the Candidates:

1. Age requirements for the candidates for the posts at Sl. No. 1, 2 & 3 should be preferably below 55 years; for the posts at Sl. No.4, 6 & 9 should be preferably below 35 years; for the posts at Sl. No. 5 & 7 should be preferably below 40 years and for the post at Sl.No. 8 should be preferably below 50 years.
2. For the position of Chief Medical Officer at Sl. No. 3, depending upon the experience, the candidate may be appointed on higher Pay level as per the provisions of DACP Scheme.
3. The candidates are required to apply through ONLINE mode only. The ONLINE option will remain open from 19.12.2019 to 18.01.2020. Link will automatically disabled at 11:59:59PM(IST) on last date. For submission of application through ONLINE mode, please visit Institute's website www.iitr.ac.in.
4. Preference will be given to Divyang (Persons with Disabilities), even where the reservation is not marked and suitable Divyang applicants are available.
5. The candidates should send a Non-refundable Demand Draft of Rs. 500/- in favour of Registrar, IIT Roorkee, Roorkee-247 667 payable at Roorkee towards the Application Fee. No fee is required from IIT Roorkee employees, SC/ST candidates, Divyang (Persons with Disabilities) candidates & Women candidates.
6. The applications received after expiry of last date will not be entertained and Institute will not be responsible for any postal delay.
7. The Institute reserves the right to fill or not to fill any or all of the posts advertised.
8. The number of the post(s) may change at the time of interview.
9. Minimum requirement of qualifications and/or experience may be relaxed in respect of outstanding exceptional cases.
10. The maximum age limit will be considered on the last date of receipt of applications. The relaxation of 05 years for SC/ST candidates and 03 years for OBC candidates with additional 10 years age relaxation to Divyang (persons with disabilities) candidates will be given in accordance with the Government of India Rules. Relaxation in upper age limit for those applicants, who are in Central Government or Central Government Autonomous body, Ex-Servicemen, shall be admissible as per the Government of India Rules. Further, the institute may consider relaxation in upper age limit in case of highly experienced and deserving candidate.

11. Regular employees of IITs who are educationally qualified and otherwise eligible can be considered for recruitment upto a maximum of 55 years of age.
12. For availing the benefits of Other Backward Classes, the candidates are required to produce the latest OBC non-creamy layer certificate on the prescribed proforma applicable for appointment to the posts of Central Government.
13. Persons employed in Government Departments/Autonomous Bodies/Public Sector Undertakings (PSUs) must send their applications "Through Proper Channel" or "No Objection Certificate" (NOC) to be brought at the time of interview. To avoid delay, an advance copy of such applications, complete in all respects, may be sent to this Institute superscribing on the top of the applications "ADVANCE COPY".
14. The Institute is free to restrict/change the criteria to call the eligible candidates for the Written Test/Interview, as per response to an advertised post for reasons given in Clause 14.
15. The prescribed essential qualification and experience indicated are bare minimum, and merely fulfilling the requirements laid down in the advertisement will not automatically entitle any candidate to be called for Job Oriented Test and/or Interview. Where number of applications received in response to an advertisement is large, it may not be convenient and/or possible for the Institute to conduct test and/or interview for all the applicants. In such cases, the Institute may restrict the number of applicants to be called for Job Oriented Test and/or Interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. Therefore, the applicants should furnish details of all the qualifications and experience possessed in the relevant field of the application form along with the documentary evidences.
16. Experience/essential qualifications and age will be reckoned on the last date for submission of online application.
17. Incomplete applications or applications without self attested copies of all relevant certificates (both educational and experience) or applications received after the last date are liable to be rejected.
18. No correspondence will be entertained from the candidates regarding the eligibility, status of application, postal delays, conduct and result of test/ interview, reason for not being called etc.
19. No interim correspondence will be entertained.
20. Candidates are advised to mention their correct and active e-mail address in the application, as all the correspondence like issuance of call letter or any other information will be communicated through e mail only.
21. In case any mistake in selection process is detected, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.

सहायक कुलसचिव (भर्ती-II)
Assistant Registrar (Rect-II)

प्रतिलिपि प्रेषित / **Copy forwarded to:**

staff@iitr.ac.in
Channel-I