

F. No. 9-8/2021-TS-VII

Government of India
Ministry of Education
Department of Higher Education

Shastri Bhawan, New Delhi – 110115


Dated: 30th August, 2022

OFFICE MEMORANDUM

Subject: - Draft Recruitment Rules (RRs) for non-teaching posts of NERIST, Itanagar – regarding.

The draft Recruitment Rules (RRs) of various non-teaching posts in North Eastern Region of Science and Technology (NERIST), Itanagar are under finalization. The draft recruitment rules are hereby placed on the website of Ministry of Education for comments, if any. The comments may be forwarded by email at ts7.edu@nic.in by 30th September, 2022.

Encl: as above


(Murli Manohar Singh)
Director(T)

To,

All concerned

	Name of Post	: Registrar
2.	No. of Posts	: 01(One)
3.	Classification	: Group A
4.	Scale of Pay	: PB-4 (Rs. 37,400-67,000) with GP of Rs.10,000/- (6 th CPC)/Level 14 (7th CPC)
5.	Whether Selection post or non-selection	: Not applicable
6.	Age for direct recruit	: Not exceeding 55 years.
7.	Educational & other qualification required for direct recruitment	<p>i) Master's Degree in any discipline with at least 55% marks or its equivalent grade in a point scale wherever grading system is followed.</p> <p>(ii) At least 15 years of experience as Assistant Professor in the Academic Level 11 and above or with 8 years of service in the Academic Level 12 and above including as Associate Professor along with 03 years experience in educational administration or</p> <p>(iii) Comparable experience in research establishment and/or other Institutions of higher education or</p> <p>(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.</p> <p>Desirable:</p> <p>a. Educational qualification in Engineering/ Technology/ Management /Law; Experience in handling administration / financial / legal / establishment matters.</p>
8.	Period of probation, if any	: Not Applicable
9.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	: Not Applicable
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: Direct recruitment, failing which on Deputation or contract basis for tenure of up to 5 years or till the attaining the age of 62 years whichever is earlier or as fixed by the Govt. of India by orders issued in this regard from time to time.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: Deputation/ Transfer on Deputation/ on Contract/ Tenure basis Officers under the Central/ State Governments/ Universities/ Recognized Research Institutes or Institutes of national importance or Govt. Laboratory or PSU.

	<p>Essential: Master's Degree in any discipline with at least 55% marks or its equivalent grade B in the UGC 7 point scale from a recognized Universities /institutes.</p> <p>Experience:</p> <ul style="list-style-type: none"> i) Holding analogous post ii) With at least 15 years' experience as Assistant Professor in the AGP of Rs.7000/- (Level 11 of the 7th CPC) and above or with 8 years of service in the AGP of Rs.8000/-(Level 12 of the 7th CPC) 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 (of which 3 years in the GP of Rs 8700/-, Level 13 of the 7th CPC) or equivalent. <p>Desirable:</p> <ul style="list-style-type: none"> i. Qualification in the area of Management/ Engineering / Law. ii) Experience in computerized administration/legal/financial/establishment matters.
12. If a DPC/Selection Committee exists, what is its composition?	As per Annexure-I
13. Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14. Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Deputy Registrar
2.	No. of Posts	: 02 (Two)
3.	Classification	: Group A
4.	Scale of Pay	: PB-3 (Rs. 15,600 – 39,100) with GP of Rs. 7,600/- (6 th CPC)/Pay Level 12 On completion of 5 years at Pay Level 12, the incumbent shall be assessed by DPC for movement to Pay Level 13 with same designation w.e.f. date of eligibility.
5.	Whether Selection post or non-selection	: Non-Selection
6.	Age for direct recruit	: Not exceeding 50 years
7.	Educational & other qualification required for direct recruitment	: Essential: Master's degree or equivalent in any discipline with at least 55% marks or its equivalent Grade in the CGPA/Grade 'B' in the UGC 7 points scale from a recognized University/Institute. Experience: (i) At least 09 years' of experience as Assistant Professor in the AGP of Rs.6000/- (Level 10 of the 7 th CPC) or above with 3 years experience in educational administration. OR (ii) Comparable experience in research establishments and/ or other Institutions of higher education OR (iii) 05 years of administrative experience as Assistant Registrar or equivalent post in the GP of Rs.5400/- (level 10 of 7 th CPC) and above. Desirable: i) Qualification in area of Law/ Management/ Engineering. (ii) Experience of Computer applications/e-office system. (iii) Experience in establishment/academic/financial administration in academic or research organization.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	: Age Bar: Not Applicable Qualification: As per Row 7 above.
9.	Period of probation, if any	: One Year
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by	: i) 50% by direct recruitment failing which by deputation (including short term contract)

	deputation/transfer and percentage of vacancies to be filled by various methods.	ii) 50% by promotion failing which by transfer or deputation on contract basis.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	<p>Promotion: Assistant Registrar with a regular service of at least 10 years out of which at least 05 years in Grade of Rs. 6600/- and working performance record (APAR).</p> <p><u>Deputation/ Transfer on Deputation/ on Contract/ Tenure basis</u> Officers under the Central/ State Governments/ Universities/ Recognized Research Institutes or Institutes of national importance or Universities/ University level Institution or PSU/ Industry:-</p> <p>a. i) Holding analogous post or ii) With at least 5 years' regular service in posts with GP of Rs.6600/- or equivalent; and having experience in administration, establishment and accounts matters. Possessing educational qualification and experience as prescribed in Col.7.</p>
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	As per Govt. of India Guidelines

1.	Name of Post	: Assistant Registrar
2.	No. of Posts	: 04(Four)
3.	Classification	: Group – A
4.	Scale of Pay	: PB-3(Rs.15600-39100) with Grade Pay of Rs.5400/- (6 th CPC)/Pay Level 10 After 8 years of service as Assistant Registrar with GP of Rs.5400/-, an incumbent shall move to GP of Rs.6600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 35 years
7.	Educational & other qualification required for direct recruitment	: Essential: A Master degree or equivalent in any discipline with at least 55% marks or its equivalent Grade of B in the UGC seven point's scale and consistently good academic record set out in these Regulations. Experience: At least five 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, accounts etc. in the Grade Pay/ Pay Matrix of Rs.4600 or Employees of the institute serving as Superintendent 8 years of experience in GP of Rs.4200/- equivalent. Proficiency in the use of variety of computer office applications M.S. Word, Excel, Power-Point or Equivalent. Desirable: (i) A degree in Law/ Management/ Engineering from a recognized University/ Institute. ii) Experience of computer applications/e-office system. iii) A Chartered or Cost Accountant qualification from a recognized University/ Institute for the post of Deputy Registrar (Accounts/ Audit).
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	: Not Applicable
9.	Period of probation, if any	: One Year (only for direct recruitment)
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to	: i) 50% by direct recruitment with qualifications prescribed in col. 7 above through by written test followed by interview. ii) 50% by promotion failing which by deputation

	be filled by various methods.	
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	<p><u>Promotion</u> Employees of the Institute serving as Section officer with 8 years' experience in G P of Rs.4200/-</p> <p><u>Deputation/ Transfer on Deputation/ on Contract/ Tenure basis</u> Officers under the Central/ State Governments/ Universities/ Recognized Research Institutes or Institutes of national importance or Universities/ University level Institution or PSU/ Industry:- a. i) Holding analogous post or ii) With at least 8 years' regular service in posts with GP of Rs.4600/- or equivalent; and having experience in administration, establishment and accounts matters. Possessing educational qualification and experience as prescribed in Col.7.</p>
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	As per Govt. of India Guidelines

1.	Name of Post	:	Section Officer
2.	No. of Posts	:	05 (Five).
3.	Classification	:	Group – B
4.	Scale of Pay	:	PB-2 (Rs.9300-34800) with GP of Rs.4200/- (6 th CPC) After 5 years of regular service as Section officer with GP of Rs.4200/- an incumbent shall move to GP of Rs.4600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	:	Non-Selection.
6.	Age for direct recruit	:	N.A.
7.	Educational & other qualification required for direct recruitment	:	N.A.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	:	Not Applicable
9.	Period of probation, if any	:	NA
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	:	100% by Promotion.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	:	Employees of the Institute holding the post of Office Assistant with at least 05 years regular service in the Pay Matrix level: 6 (Grade Pay of Rs.4200/-)
12.	If a DPC/Selection Committee exists, what is its composition?	:	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not Applicable
14.	Reservation	:	As per Govt. of India Guidelines

1.	Name of Post	: Executive Engineer (Civil)
2.	No. of Posts	: 01 (One)
3.	Classification	: Group A
4.	Scale of Pay	: PB-3 (Rs.15600-39100) wit GP of Rs. 6600/- (6 th CPC) After 6 years of regular service as Executive Engineer with GP of Rs.6600/-, an incumbent shall move to GP of Rs.7600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	:
6.	Age for direct recruit	: Not exceeding 40 years
7.	Educational & other qualification required for direct recruitment	: Essential: i) A Master's Degree or equivalent in Engineering (Civil Engineering) from a recognized university/ Institute with at least 55% marks in the qualifying degree. ii) At least 05 years relevant experience at the level of Assistant Engineer/ Executive Engineer in the PB-3 and Grade Pay/ Pay Matrix of Rs.5400/- from CPWD/ PWD or similar organized services/ semi govt./ PSU/ Statutory or autonomous organization/ universities/ reputed institutes/ organizations under central/ state govt. OR i) Bachelor's degree or equivalent in the Engineering (Civil Engineering) from a recognized University/ Institute with at least 55% marks in the qualifying degree. ii) At least 7 years experience in relevant field at the level of Assistant Executive Engineer in PB-3 and Grade Pay/ Pay Matrix of Rs.5400/- from CPWD/ PWD or similar organized services/ semi govt./ PSU/ Statutory or autonomous organization/ universities/ reputed institutes/ organizations under central/ state govt. iii) Experience in handling construction and construction management related software, like computer-aided Design (CAD) etc.

		<p><u>Desirable:</u></p> <p>i) Proven track record of handling projects/ works in reputed organization of relevant magnitude and qualities.</p> <p>ii) Experience or working with High Tension lines, electrical maintenance, planning and execution of electrical works or civil engineering, designing and estimation, construction management etc. as relevant to the profession.</p> <p>iii) Proficiency in the use of variety of computer office application, MS Word, Excel, Power Point etc. or equivalent is a must.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply to the promotion	Not Applicable
9.	Period of probation, if any	One Year
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	100% by Direct recruitment failing which by Deputation/ short term contract.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	<p>By Deputation/ on contract basis:</p> <p>i) A person holding analogous post, or having at least 05 years relevant experience in PB-3, Rs.15600-39100, Grade Pay/ Pay Matrix of Rs.5400/- at the level of Assistant Executive Engineer.</p> <p>ii) Possessing educational qualification and experience as prescribed in Col.7.</p> <p>NB-1: The eligibility or otherwise of internal candidates to be examined & recommended by the Dept./ Centre concerned or Scrutiny/ Shortlisting Committee to be constituted for the purpose.</p> <p>NB-2: After 5 years of service with Grade Pay of Rs.6600/- an incumbent will automatically move to the higher Grade Pay Rs.7600/-</p>
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	As per Govt. of India Guidelines

1.	Name of Post	: Medical Officer
2.	No. of Posts	: 02(Two)
3.	Classification	: Group A
4.	Scale of Pay	: PB-3 (Rs.15600-39100) with GP of Rs.5400/- (6 th CPC) After 6 years of service as Medical Officer with GP of Rs.5400 an incumbent shall move to GP of Rs.6600/- with the same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 35 years
7.	Educational & other qualification required for direct recruitment	: Essential: M.D. or M.S. in an appropriate branch of Medicine. OR Postgraduate Diploma in an appropriate branch of Medicine plus at least one year experience in a recognized hospital. OR MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, '1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register. Desirable: i) The above qualifications Diploma/ MD/ MS preferably in medicine, chest diseases, paediatrics, Obstetrics and Gynaecology & family medicine. ii) The work experience should be in a medical college or large Govt./ private Hospital.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: One Year
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by By direct recruitment failing which by on deputation (including Short Term contract)
11.	In case recruitment by promotion/deputation exists,	: Deputation: Medical officers of the Central/State Government or

	transfer grade from which promotion/deputation/transfer to be made.	similar organized services/semi-Government/PSU/ Statutory or Autonomous organization /University/ Institute of National Importance holding analogous posts on regular basis and possessing educational qualifications prescribed in above in row 7.
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Librarian
2.	No. of Posts	: 01(One)
3.	Classification	: Group A
4.	Scale of Pay	: PB-3 (Rs.15,600 - 39,1000 with GP – 5400/- (6 th CPC). After five years of service as Librarian with GP of Rs.5400/- an incumbent shall move to the higher GP of Rs.6600/- with the same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable.
6.	Age for direct recruit	: Not exceeding 35 years.
7.	Educational & other qualification required for direct recruitment	: Essential: (i) A Master's Degree in library Science/ Information Science/ Documentation Science with at least 55% of the marks or equivalent Grade of B in the UGC seven pint scale and a consistently good academic record with superior knowledge of computerized library service. (ii) Qualifying in the National Level Test such as NET/SLET/SET conducted for the purposed by the UGC or any other agency approved by the UGC.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: One year and extendable by another 1 year for direct recruitment.
10.	Method of recruitment. Whether by	: 100% by direct recruitment failing which by

	direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	Deputation/transfer on Deputation/short term contract.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	Deputation/on contract basis: Officers from the Library of Central/State Government or Institutes of national importance or Universities/ Deemed University level Institutions or PSU. Industry; i) Holding analogous post or with at least 5 years' service in posts carrying Grade Pay/Pay Matrix of Rs.5400/- or its equivalent and having experience in administration, establishment and accounts matters of the Library. ii) Possessing of education qualification and experience as prescribed in Col.7.
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	As per Govt. of India Guidelines

1.	Name of Post	: Assistant Librarian
2.	No. of Posts	: 01 (One)
3.	Classification	: Group – B
4.	Scale of Pay	: PB-2 (Rs.9300-34800,) with Grade Pay of 4200/- (6 th CPC) After 5 years of regular service as Assistant Librarian with GP of Rs.4200/- an incumbent shall move to GP-4600/- with same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	: Essential: Any graduate from recognized university having Diploma in Library Science/ Information Science/ Documentation Science with at least Minimum 05 years of relevant experience of working in G.P Rs.2000 and above Institute/ University of State/ Centre Govt. organization or Institutes of national importance / Deemed University level Institution or PSU/ Industry
8.	Whether age and qualifications:	: Not Applicable

	prescribed for direct recruits will apply in the case of promotes	
9.	Period of probation, if any	: One Year
10.	Method of recruitment. Whether: by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100 % by Direct recruitment, failing which by Deputation/ Transfer on Deputation/ short term contract.
11.	In case recruitment by: promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: N.A.
12.	If a DPC/Selection Committee: exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC: is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Assistant Engineer (Civil)
2.	No. of Posts	: 01(One)
3.	Classification	: Group – A
4.	Scale of Pay	: PB-3 (Rs.15600-39100) with Grade Pay of Rs.5400/- (6 th CPC) After 5 years of service as Assistant Engineer with GP of Rs.5400 an incumbent will be moving to the GP of Rs.6600/- with the same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not applicable for DR Non Selection for promotion
6.	Age for direct recruit	: Not exceeding 35 years
7.	Educational & other qualification required for direct recruitment	: Not Applicable
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: One Year for Direct Recruits
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: By Deputation.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: Essential: i) Bachelor's degree or equivalent in the Engineering (Electrical/ Civil Engineering) from a recognized University/ Institute with at least 55% marks in the qualifying degree plus 03 years relevant experience in the Grade Pay/ Pay Matrix of Rs.4600/- OR Three years Diploma in Engineering (Electrical/ Civil Engineering) from a recognized university/ Institute with at least 55% marks in the qualifying degree plus 08 years relevant experience, out of which, at least 05 years should be in the Grade Pay/ Pay Matrix Rs.4600/- ii) Experience in handling construction and construction management related software, like computer-aided Design (CAD) etc. <u>Desirable:</u> i) Experience in handling large construction

		projects. ii) Proficiency in the use of variety of computer office application, MS Word, Excel, Power Point etc. or equivalent is a must.
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	As per Govt. of India Guidelines

1.	Name of Post	: Junior Engineer (Electrical)
2.	No. of Posts	: 01(One)
3.	Classification	: Group – C
4.	Scale of Pay	: PB-2 (Rs.9300-34800) with Grade Pay of Rs.4200/- (6 th CPC) After 5 years of regular service as Junior Engineer (Electrical) with GP of Rs.4200/-, an incumbent shall move to GP of Rs.4600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	: Essential: i) Bachelor's degree or equivalent in the Electrical Engineering from a recognized University/ Institute with at least 55% marks in the qualifying degree plus 02 years relevant experience. OR 03 years Diploma in Electrical Engineering from a recognized university/ Institute with at least 55% marks in the qualifying degree plus 05 years relevant experience. ii) Proficiency in the use of variety of computer office application, MS Word, Excel, Power Point etc. or equivalent is a must. <u>Desirable:</u> i) Experience in handling large construction

		projects.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable
9.	Period of probation, if any	One year and extendable by another 1 year for direct recruitment
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	100% by Direct recruitment failing which by Deputation/ short term contract.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	Deputation/Contract Basis Officers Holding analogous posts in Library of Central/State Governments/Universities/University Level Institution or Institute of National Importance or Public Sector Undertaking (PSU)
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	As per Govt. of India Guidelines

1.	Name of Post	Junior Engineer (Civil)
2.	No. of Posts	01(One)
3.	Classification	Group – C
4.	Scale of Pay	PB-2 (Rs.9300-34800) with Grade Pay of Rs.4200/- (6 th CPC) After 5 years of regular service as Junior Engineer (Civil) with GP of Rs.4200/-, an incumbent shall move to GP of Rs.4600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	Not Applicable
6.	Age for direct recruit	Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	Essential: i) Bachelor's degree or equivalent in the Civil Engineering from a recognized University/ Institute with at least 55% marks in the qualifying degree plus 02 years

		<p>relevant experience.</p> <p>OR</p> <p>03 years Diploma in Civil Engineering from a recognized university/ Institute with at least 55% marks in the qualifying degree plus 05 years relevant experience.</p> <p>ii) Proficiency in the use of variety of computer office application, MS Word, Excel, Power Point etc. or equivalent is a must.</p> <p><u>Desirable:</u></p> <p>i) Experience in handling large construction projects.</p>
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable
9.	Period of probation, if any	One year and extendable by another 1 year for direct recruitment
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	100% by Direct recruitment failing which by Deputation/ short term contract.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	<u>Deputation/Contract Basis</u> Officers Holding analogous posts in Library of Central/State Governments/Universities/University Level Institution or Institute of National Importance or Public Sector Undertaking (PSU)
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	As per Govt. of India Guidelines

1.	Name of Post	: Sports Officer
2.	No. of Posts	: 01(One)
3.	Classification	: Group – B
4.	Scale of Pay	: PB-2 (Rs.9300-34800) with Grade Pay

		of Rs.4200/- (6 th CPC) After 5 years of service as Sports Officer with GP of Rs.4200 an incumbent shall move to the GP of Rs.4600/- with the same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	: Bachelor's degree in Physical Education from recognized University with at least 03 Years' experience in conducting sports events.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two Years
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: N.A.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Stenographer Grade II
2.	No. of Posts	: 01 (One)
3.	Classification	: Group – B
4.	Scale of Pay	: PB-2 (Rs.9300-34800) with Grade Pay of Rs.4200/- (6 th CPC) After 5 years of regular service as Stenographer Grade II with GP of Rs.4200/-, an incumbent shall move to GP-4600/- with same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: N.A.
7.	Educational & other qualification required for direct recruitment	: N.A.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: N.A.
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by Promotion.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: From Stenographer Gr.III with minimum 05 years' regular service in the Grade at NERIST on the basis of seniority cum merit with good APAR records for the last five years.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Stenographer Grade-III
2.	No. of Posts	: 03 (Three)
3.	Classification	: Group – C
4.	Scale of Pay	: PB- (Rs.5,200-20,200) with GP of Rs.2,400/- (6 th CPC). After 5 years of regular service as Stenographer Grade III with GP of Rs.2400/-, an incumbent shall move to GP-2800/- with same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Selection.
6.	Age for direct recruit	: Not exceeding 30 years.
7.	Educational & other qualification required for direct recruitment	: Graduate in any discipline with stenography speed having 80 w.p.m. and 40 w.p.m. in typing respectively with knowledge of computer application.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two Years
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: N.A.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Nurse
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2.	No. of Posts	:	01 (One)
3.	Classification	:	Group – B
4.	Scale of Pay	:	PB-2 (Rs.9300-34800) with Grade Pay of Rs.4200/- (6 th CPC) After 5 years of regular service as Nurse with GP of Rs.4200/-, an incumbent shall move to Grade Pay of Rs.4600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	:	Not Applicable.
6.	Age for direct recruit	:	Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	:	Essential: i) Intermediate (10+2 with Science) or equivalent and must have passed the examination held by the Nursing Council with 3 years course in General Nursing and Mid-wifery with at least 55% marks from a recognized Board/ Institute. ii) Registered as A-grade Nurse with Nursing Council. iii) At least 03 years of relevant experience in a hospital. Desirable: B.Sc. (Nursing) from a recognized University/ Institute with one year of relevant experience.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	:	Not Applicable
9.	Period of probation, if any	:	Two Years
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	:	100% by Direct Recruitment failing which by Deputation/ short term contract.
11.	In case recruitment by promotion/ deputation exists, transfer grade from which promotion/deputation/transfer to be made.	:	Deputation Employees of the Central/State Government or similar organized services/semi-Government/PSU/ Statutory or Autonomous organization /University/ Institute of National Importance holding analogous posts on regular basis and possessing educational qualifications prescribed in above in row 7.
12.	If a DPC/Selection Committee exists, what is its composition?	:	As per Annexure-I

13.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not Applicable
14.	Reservation	:	As per Govt. of India Guidelines

1.	Name of Post	:	Computer Programmer
2.	No. of Posts	:	01
3.	Classification	:	Gr. C
4.	Scale of Pay	:	PB-1 (Rs.5,200-20,200) with GP of Rs.2,800/-(6 th CPC). After 5 years of regular service as Computer Programmer with GP of Rs.2800/-, an incumbent shall move to GP of Rs.4200/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	:	Not Applicable
6.	Age for direct recruit	:	Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	:	Degree in Computer Science and Engineering with 3 yrs. experience.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	:	Not Applicable
9.	Period of probation, if any	:	Two Years
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	:	100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	:	N.A
12.	If a DPC/Selection Committee exists, what is its composition?	:	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	:	Not Applicable

14. Reservation	:	As per Govt. of India Guidelines
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1. Name of Post	:	Maintenance Supervisor (Sanitation)
2. No. of Posts	:	01(One)
3. Classification	:	Group – C
4. Scale of Pay	:	PB-1 (Rs.5,200-20,200) with GP of Rs.2,800/-(6 th CPC). After 5 years of regular service as Maintenance Supervisor with GP of Rs.2800/-, an incumbent shall move to GP of Rs.4200/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5. Whether Selection post or non-selection	:	Not Applicable
6. Age for direct recruit	:	Not exceeding 30 years.
7. Educational & other qualification required for direct recruitment	:	B.Sc. with Certificate of Sanitary Inspector Course with 02(Two) years of relevant experience.
8. Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	:	Not Applicable
9. Period of probation, if any	:	Two Years
10. Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	:	100% by direct recruitment
11. In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	:	N.A.
12. If a DPC/Selection Committee exists, what is its composition?	:	As per Annexure-I
13. Circumstances in which UPSC is to be consulted in making recruitment	:	Not Applicable
14. Reservation	:	As per Govt. of India Guidelines

1.	Name of Post	: Office Assistant
2.	No. of Posts	: 06 (Six)
3.	Classification	: Group – B
4.	Scale of Pay	: PB-2 (Rs. 9,300-34,800) with GP of Rs.4,200/- (6 th CPC). After 5 years of regular service as office Assistant with GP of Rs.4200/-, an incumbent shall move to GP-4600/- with same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Non Selection
6.	Age for direct recruit	: N.A
7.	Educational & other qualification required for direct recruitment	: N.A
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: NA
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by Promotion.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: From amongst the UDCs/Caretakers who have rendered at least 5 years of regular service in the Grade at NERIST on the basis of seniority-cum-merit with good APAR records for the last five years.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Upper Division Clerk(UDC)/Caretaker
2.	No. of Posts	: 25 (Twenty Five)
3.	Classification	: Group – C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.2,400/- (6 th CPC). After 5 years of regular service as Upper Division Clerk(UDC)/Caretaker with GP of Rs.2400/-, an incumbent shall move to GP of Rs.2800/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable to Direct Recruitment Non selection for promotion
6.	Age for direct recruit	: Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	: Graduate in any discipline. Knowledge of Computer Application and typing.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two Years
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: i. 50% by direct recruitment ii. 50% by promotion.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: 50% by promotion from LDCs having 05 years of regular service in the Grade at NERIST on the basis of seniority cum merit with good APAR for the last five years.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Lower Division Clerk (LDC)
2.	No. of Posts	: 25 (Twenty Five)

3.	Classification	: Group – C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.1,900/- (6 th CPC). After 5 years of regular service as Lower Division Clerk (LDC) with GP of Rs.1900/-, an incumbent shall move to GP of Rs.2000/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 30 years.
7.	Educational & other qualification required for direct recruitment	: 10+2 pass or equivalent from a recognised Board with typing speed 30 w.p.m. with knowledge of computer application.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two Years for direct recruit only.
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: a) 90% direct recruitment b) 10% by promotion
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: From amongst the Group 'D' employees (Peon) who have rendered at least 05 years of regular service at NERIST & passed Matriculation Exam. And also qualify in laid down typing speed test with good APAR for the last five years.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
cccc	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Peon
2.	No. of Posts	: 05 (Five)

3.	Classification	: Group – C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.1,800/- (6 th CPC). After 5 years of regular service as Peon with GP of Rs.1800/-, an incumbent shall move to GP of Rs.1900/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 30 years.
7.	Educational & other qualification required for direct recruitment	: Class X pass.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two Years
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: N.A.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Technician
2.	No. of Posts	: 10 (Ten)
3.	Classification	: Group – C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.2400/- (6 th CPC). After 5 years of regular service as Technician with GP of Rs.2400/-, an incumbent shall move to GP of Rs.2800/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: NA
7.	Educational & other qualification required for direct recruitment	: Class X pass and with ITI/NTC in the relevant trade with 02 years experience
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: 2 years for direct recruit only
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: i. 50% by direct recruitment with Class X pass and with ITI/NTC in the relevant trade with 02 years experience ii) 50% by Promotion.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: From Skilled workers with Class X pass and with ITI/NTC in the trade with 05 years regular service in the Grade at NERIST with good APAR for the last five years.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Skilled Worker
2.	No. of Posts	: 18 (Eighteen)
3.	Classification	: Group-C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.1,900/- (6 th CPC). After 5 years of regular service as Skilled Worker with GP of Rs.1900/-, an incumbent shall move to GP of Rs.2000/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Selection
6.	Age for direct recruit	: Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	: Class X pass with ITI/NTC or Class-XII (Science) Passed with at least 02 years' of relevant department experience.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two years.
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: N.A.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Driver
2.	No. of Posts	: 07 (Seven)
3.	Classification	: Group – C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.1,900/- (6 th CPC). After 5 years of regular service as Driver with GP of Rs.1900/-, an incumbent shall move to GP of Rs.2000/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 30 years.
7.	Educational & other qualification required for direct recruitment	: Essential: (i) Possession of a valid driving licence for motor cars; (ii) Knowledge of motor mechanism (The candidate should be able to remove minor-defects in vehicle); (ii) Experience of driving a motor car for at least 3 years; and (iv) Pass in Class X
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two Years for direct recruit
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: N.A.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Carpenter
2.	No. of Posts	: 01 (One)
3.	Classification	: Group – C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.1,900/- (6 th CPC). After 5 years of regular service as Carpenter with GP of Rs.1900/-, an incumbent shall move to GP of Rs.2000/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Selection
6.	Age for direct recruit	: Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	: Class X pass with ITI/NTC in Carpentry with 01 year of relevant experience.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two years.
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: N.A.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Sorter
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2.	No. of Posts	: 01(One)
3.	Classification	: Group – C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.1,900/- (6 th CPC). After five years of regular service as Sorter with GP of Rs.1900/-, an incumbent shall move with GP. 2000/- with same designation . Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable .
6.	Age for direct recruit	: Not exceeding 30 years.
7.	Educational & other qualification required for direct recruitment	: Essential: Higher Secondary (12 th std.) or its equivalent from a recognized board. Desirable: i. Proficiency in Computer Word Processing and Spread Sheet. ii. Completion of any certificate course in library science from a recognized organization/institute.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: 01 year and extendable by another 01 year for direct recruitment.
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment failing which by deputation terms or on contract initially for 5 years which may be renewed or mutually agreed terms up to 7 years. Those taken on deputation or on contract basis may be absorbed at the end of 5 years/ 7 years period in case of outstanding performance.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: Deputation/Contract basis: Employees of Central/State Govt. or similar organized services/semi-Govt/PSU/ Statutory or Autonomous Organization/University/ Institutes of National Importance. (i) holding analogous post on regular basis (ii) Possessing qualification and experience as per Row 7.

12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Medical Lab. Attendant.
2.	No. of Posts	: 01(One)
3.	Classification	: Group – C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.1,900/-(6 th CPC). After 5 years of regular service as Medical Lab. Attendant with GP of Rs.1900/-, an incumbent shall move to GP of Rs. 2000/-with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Selection.
6.	Age for direct recruit	: Not exceeding 30 years.
7.	Educational & other qualification required for direct recruitment	: Class X passed, diploma in pathology with at least 02 years' experience.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two Years
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: N.A.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Network Administrator
2.	No. of Posts	: 01(One)
3.	Classification	: Group A
4.	Scale of Pay	: PB-3 (Rs. 15,600 – 39,100) with GP of Rs.5,400/- (6 th CPC). After 5 years of regular service as Network Administrator with GP of Rs.5400/, an incumbent shall move to GP of Rs.6600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 35 years.
7.	Educational & other qualification required for direct recruitment	: B.Tech. (ECE/CS/IT) with at least 03 years of relevant experience.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: One Year
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: NA
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Scientific Officer
2.	No. of Posts	: 01(One)

3.	Classification	: Group – A
4.	Scale of Pay	: PB-3 (Rs. 15,600 – 39,100) with GP of Rs.5,400/- (6 th CPC). After 5 years of regular service, Scientific Officer, shall move to GP of Rs.6600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 35 years.
7.	Educational & other qualification required for direct recruitment	: M.Sc.(Chemistry/Physics/Forestry) with at least 03 years of relevant experience and consistently excellent academic record. Desirable: (i) work experience in relevant field e.g. maintenance of scientific equipment, system administration and support to research. (ii) Candidates with Ph.D in the relevant field shall be preferred.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: One Year
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by promotion from amongst Sr. Instructor (Chemistry/Physics/Forestry) with at least 08 year of regular service in the Grade at NERIST on seniority cum merit with good APAR for the last five years.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: 100% by promotion from amongst Sr. Instructor (Chemistry/Physics/Forestry) with at least 08 year of regular service in the Grade at NERIST on seniority cum merit with good APAR for the last five years.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Technical Officer
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2.	No. of Posts	: 02 (Two)
3.	Classification	: Group – A
4.	Scale of Pay	: PB-3 (Rs. 15,600 – 39,100) with GP of Rs.5,400/- (6 th CPC). After 5 years of regular service, Technical Officer with GP of Rs.5400/-, an incumbent shall move to GP of Rs.6600/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 35 years
7.	Educational & other qualification required for direct recruitment	: Essential: B.E/B/Tech in relevant field with first class or equivalent grade and consistently excellent academic record.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: One Year
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 50% by direct recruitment & 50% by Promotion.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: 50% by promotion from amongst Sr. Instructor in Engineering technology departments/labs/workshops with at least 08 year of regular service in the Grade at NERIST with good APAR for the last five years.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Sr. Instructor
2.	No. of Posts	: 10 (Ten)

3.	Classification	: Group – B
4.	Scale of Pay	: PB-2(Rs. 9,300-34,800) with GP of Rs.4,200/- (6 th CPC). After 5 years of service as Sr. Instructor with GP of Rs.4200 an incumbent will be moving to the GP of Rs.4600/- with the same designation. Up Gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	: Not Applicable
6.	Age for direct recruit	: Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	: NA
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: NA
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by promotion.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: From the Lab Assistants with at least 05 years regular service in the Grade at NERIST, failing which by deputation till the incumbent fulfils the required experience. Good APAR for the last five years.
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines

1.	Name of Post	: Laboratory/Tech. Assistant
2.	No. of Posts	: 54 (Fifty Four)
3.	Classification	: Group – C
4.	Scale of Pay	: PB-1 (Rs.5200-20200) with Grade Pay of Rs.2800/- (6 th CPC) After 5 years of regular service as

		Laboratory/Tech. Assistant with GP of Rs.2800/, an incumbent shall move to GP of Rs.4200/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose.
5.	Whether Selection post or non-selection	Not applicable
6.	Age for direct recruit	Not exceeding 30 years
7.	Educational & other qualification required for direct recruitment	Essential: A Bachelors 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 two year relevant experience. OR Three years Diploma in Engineering/ Applied Science or equivalent in appropriate field with a minimum of 55% marks in the qualifying degree from a recognized University/ Institute with three years relevant experience. NOTE: Proficiency in the use of a variety of computer office applications, M.S. Word, Excel, Power-point or equivalent is a must.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	90% by Direct Recruitment 10% Promotion
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	Not Applicable
12.	If a DPC/Selection Committee exists, what is its composition?	As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
14.	Reservation	As per Govt. of India Guidelines

1.	Name of Post	: Classifier/Cataloguer
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2.	No. of Posts	: 2 (Two)
3.	Classification	: Group - C
4.	Scale of Pay	: PB-1(Rs.5,200-20,200) with GP of Rs.1,900/- (6 th CPC). After 5 years of regular service as Classifier/Cataloguer with GP of Rs.1900/-, an incumbent shall move to GP of Rs.2000/- with same designation. Up gradation to be assessed by the DPC as constituted by the institute for the purpose
5.	Whether Selection post or non-selection	: Selection
6.	Age for direct recruit	: Not exceeding 30 years.
7.	Educational & other qualification required for direct recruitment	: i) B.Lib from a recognized University/ Institution. ii) Two years' experience in acquisition of books, periodicals and documentary works in a library of an Institute or other Library of standing.
8.	Whether age and qualifications prescribed for direct recruits will apply in the case of promotes	: Not Applicable
9.	Period of probation, if any	: Two years.
10.	Method of recruitment. Whether by direct recruitment/by Promotion or by deputation/transfer and percentage of vacancies to be filled by various methods.	: 100% by direct recruitment.
11.	In case recruitment by promotion/deputation exists, transfer grade from which promotion/deputation/transfer to be made.	: NA
12.	If a DPC/Selection Committee exists, what is its composition?	: As per Annexure-I
13.	Circumstances in which UPSC is to be consulted in making recruitment	: Not Applicable
14.	Reservation	: As per Govt. of India Guidelines