



राष्ट्रीय प्रौद्योगिकी संस्थान पुदुच्चेरी

थिरुवेत्ताकुडी, कारैक्काल - 609 609

NATIONAL INSTITUTE OF TECHNOLOGY PUDUCHERRY

Thiruvettakudy, Karaikal - 609 609

ADVERTISEMENT NON-TEACHING RECRUITMENT
Advt. No. NITPY/01/2024/T-NT/01032024 Dated: 01.03.2024
GENERAL INSTRUCTIONS & INFORMATION

Advt. No.: NITPY/01/2024/T-NT/01032024

Date: 01.03.2024

Online Application in the prescribed format is invited from Indian Nationals for recruitment of various Non-Teaching posts at National Institute of Technology Puducherry, Thiruvettakudy, Karaikal - 609 609. Reservation policy including the age relaxation shall be applicable as per Govt. of India guidelines and as applicable for NITs from time to time. Interested candidates can visit the Institute website <http://www.nitpy.ac.in> and apply ONLINE through the Link: <https://nitpynt.samarth.edu.in/index.php/site/login> as per the prescribed application form.

1. Posts and distribution:

GROUP A POSITIONS				
Sl. No.	Name of the Post	No. of Post (**)	Category	Pay Level (as per 7 th CPC)
1	Deputy Registrar	01	UR - 01	Level 12
2	Assistant Registrar	02	UR - 02	Level 10
3	Medical Officer	01	UR - 01	Level 10
4	Students Activity & Sports (SAS) Officer	01	UR - 01	Level 10
GROUP B POSITIONS				
Sl. No.	Name of the Post	No. of Post (**)	Category	Pay Level (as per 7 th CPC)
1	Technical Assistant	08	UR - 03, OBC - 02, SC - 01, ST - 01, EWS - 01	Level 06
2	SAS Assistant	02	UR - 02	Level 06
3	Library and Information Assistant	01	UR - 01	Level 06
4	Superintendent	02	UR - 01, OBC - 01	Level 06
5	Personal Assistant	02	UR - 02	Level 06
GROUP C POSITIONS				
Sl. No.	Name of the Post	No. of Post (**)	Category	Pay Level (as per 7 th CPC)
1	Pharmacist	01	UR - 01	Level 05
2	Senior Assistant	02	UR - 02	Level 04
3	Senior Technician	02	UR - 02	Level 04



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4	Technician	14	UR - 07, OBC - 03, SC - 01, ST - 01, EWS - 02	Level 03
5	Junior Assistant	05	UR - 02, OBC - 02, EWS - 01	Level 03
6	Office Attendant	04	UR - 03, SC - 01	Level 01
7	Lab Attendant	07	UR - 05, OBC - 01, SC - 01	Level 01

(**) The number of vacancies mentioned above is indicative only. The institute reserves the right to fill or not to fill any of the vacancies. Reservations shall be implemented as per the Government of India norms and as applicable for NITs.

The Last Date for submission of filled-in Online application along with enclosures in SAMARTH portal on or before 25.03.2024, 11:59 P.M. Incomplete application and the application received after due date will not be entertained and will be summarily rejected.

2. Selection Criteria:

- All applications received by the Institute shall be scrutinized and incomplete applications will be out-rightly rejected.
- Candidate not eligible for the post he/she applied will not be considered.
- The Institute reserves the right to place a reasonable limit on the total number of candidates to be called for Selection process. Mere fulfillment of qualification does not entitle a candidate to be called for Selection process. MoE guidelines received from time to time for this purpose will be followed.

D. Selection Process:

- Screening of online applications received may be done to restrict the number of applicants to be called for selection process. The Institute at its discretion may restrict the number of applicants to be called for at any stage of the selection process.
- List of shortlisted applicants to be called for the selection process on a given date and time, will be published on the Institute's website only. Such applicants may also be intimated on their registered email id. No communication in this regard may be made through hard copy. No request for change of date/ venue of the selection process by individual applicants will be entertained under any circumstances.



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- iii. The Institute may decide to conduct a selection process comprising of multiple stages of selection. Details of selection process will also be published along with the list of shortlisted candidates.
- iv. All details related to recruitment process shall be available on the Institute's recruitment website only. Applicants are advised to keep a regular watch on the Institute's website for any updates. No separate communication in any form shall be made in this respect.
- v. Screening of applications will be done on the basis of requirements mentioned in the Recruitment Rules and as per the conditions laid down by the duly constituted Screening Committee.
- vi. Canvassing in any manner would entail disqualification of the candidature.
- vii. List of shortlisted applicants shall be published on the Institute's Website only for participating in the selection process.

3. Essential qualification, Desirable qualification, Age and Experience:

Essential qualification, desirable qualifications, age and experience for the above posts are as per Recruitment Rules (2019) for Non-teaching staff in NITs notified vide No.F.35-5/2018-TS.III of MHRD's letters dated 20.02.2019 and 04.04.2019.

4. Age limit and applicable relaxations:

- i. Maximum age limit shall be as per Recruitment Rules.
- ii. Age limit and other eligibility conditions for all the positions shall be determined on **25.03.2024**.
- iii. Reservation for Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC), Economically Weaker Sections (EWS), Ex-Servicemen (ESM) and Persons with Disabilities (PwD) candidates wherever applicable will be as per the directions issued by Ministry of Education / Government of India from time to time.
- iv. Age relaxation for SC/ST/OBC/PwD/Ex-Servicemen applicants shall be applicable as per Government of India norms. No relaxation would be applicable to SC/ST/OBC/PwD applicants applying for Unreserved (UR) vacancies.

Sl. No.	Category	Age Relaxation permissible beyond the upper age limit
1	SC/ST	5 Years
2	OBC (NCL)	3 Years
3	PWD (UR)	10 Years



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4	PWD + OBC (NCL)	13 Years
5	PWD + SC/ST	15 Years
6	Ex-Servicemen	For Ex-Servicemen upto the extent of service rendered in defence forces (Army, Navy & Airforce) plus 3 years. The Ex-Servicemen candidates would be required to produce a certificate that they have been released from the Defence forces. The certificate for Ex-servicemen and Commissioned Officers including ECOs/SSCOs should be signed by the appropriate authorities specified below and should also specify the period of service in the Defence Forces.

** Authorities who are competent to issue certificate to Armed Forces Personnel for availing Age concessions are as follows:

(a) In case of Commissioned Officers including ECOs/SSCOs:

Army - Military Secretary Branch, Army Hqrs., New Delhi

Navy - Directorate of Personnel, Naval Hqrs., New Delhi

Air Force - Directorate of Personnel Officers, Air Hqrs., New Delhi

(b) In case of JCOs/ORs and equivalent of the Navy and Air Force:

Army - By various Regimental Record Offices

Navy - BABS, Mumbai

Air Force - Air Force Records, New Delhi

For any claim of Age Relaxation/ Reservation, applicants are required to produce/ submit Certificate issued in prescribed format under the relevant rules/ notification and signed only by permitted authority with seal as per applicable latest Government of India orders in this regard. All such claims are also liable for independent verification by the Institute at any time.

v. Only date of birth indicated in 10th/12th/Birth Certificate will be accepted. No subsequent request for change shall be entertained under any circumstances.

vi. The date for determining eligibility of applicants in every respect i.e. qualifications, experience and preferred age limit etc. shall be considered as on **25.03.2024**, i.e. the last date of submission of online applications under this advertisement.

vii. Terms and Conditions for Persons with benchmark Disabilities (PwD) is as per the Rights of Persons with Disabilities Act, 2016, December 27, 2016 (A) Definition of Persons with benchmark Disabilities (PwD) as per section 31 (4) of the Act. Degree of Disability for



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reservation: Only such persons would be eligible for reservation who suffers from not less than 40 per cent of relevant disability. Applicants have to submit a Disability Certificate issued by Medical Board constituted either by Central or State Government, no other certificate will be accepted.

5. General Instructions:

1. The candidates are required to apply ONLINE the application in the prescribed format along with necessary enclosures from the Institute SAMARTH Website <https://nitpynt.samarth.edu.in/index.php/site/login> Application received incomplete in any manner will be summarily rejected without any further correspondence. **PLEASE DO NOT SEND ANY HARD COPIES OF THE DOCUMENTS/APPLICATION FORM. HOWEVER, IF SHORTLISTED, THE ONLINE GENERATED APPLICATION FORM ALONG WITH OTHER NECESSARY DOCUMENTS WILL BE REQUIRED DURING DOCUMENT VERIFICATION.**
2. A non-refundable Application Fee of **Rs. 500/- for UR/OBC/EWS candidates** should be paid Online directly through the SAMARTH Recruitment Portal. The Candidates belonging to **SC / ST / PWD/Female are exempted from the payment of fees.**
3. If a candidate is applying for more than one post, separate application along with Application Fee are to be submitted for each post separately failing which the application will be rejected.
4. The applicant will be responsible for the authenticity of submitted information, other documents and photograph.
5. Furnishing of any false information and/or suppression/concealment of facts shall lead to rejection/cancellation of selection/recruitment of the said candidate.
6. Reservation and Age relaxation in different categories as per Govt. of India guidelines and as applicable for NITs from time to time shall be applicable.
7. The Institute reserves the right not to fill up the posts.
8. The age limit and qualification/experience etc. for the post as on the last date of submission of application form (i.e., **25.03.2024**) shall be the eligibility criteria.
9. The candidates seeking benefit of reservation under OBC category should produce the OBC - NCL Certificate issued on or after **01.04.2023** from the concerned authority as per the format prescribed for Central Government only (*format attached*), failing which the candidate will be considered under Unreserved category.
10. The candidates seeking benefit of reservation under EWS category should produce the Income & Assets Certificate for EWS issued on or after **01.04.2023** from the concerned



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authority as per the format prescribed for Central Government only (*format attached*), failing which the candidate will be considered under Unreserved category.

11. SC/ST candidates need to produce a copy of the valid certificate issued by Competent Authority. Persons with Disability (PWD) candidates need to submit the medical board certificate in the prescribed format. The disability is to be more than 40% with permanent disability.
12. NIT Puducherry strives to have a workforce which also reflects gender balance and hence, the eligible female applicants are especially encouraged to apply.
13. The Institute has the right to set higher norms than minimum prescribed in the Advertisement. Decision of the Institute, related to all matters pertaining to the recruitment shall be final and binding on the applicants. Any dispute arising during the document verification stage, will be dealt by the Institute and the decision of the Institute shall be final, in this regard.
14. Institute reserves the right to reject or accept the candidature of any applicant at any stage and also has right to cancel/restrict/modify/ alter the advertisement / recruitment process, if need arises, without issuing any further notice or assigning any reason, therefore.
15. Persons serving in Government / Semi-Government / Autonomous Bodies / Statutory Bodies / PSUs / PSBs should furnish a **No Objection Certificate** from the designated authority of the organization they are serving, at the time of verification, failing which their candidature will not be considered for further selection process.
16. No vigilance/disciplinary cases should be pending against the applicants working in any Govt./ Semi-Govt./ Autonomous Organizations. In such cases, the application shall not be considered or scrutinized.
17. At the time of Certificate verification, online generated application form, Original Certificate/documents, along with one set of self-attested copies will have to be produced for verification. All related certificates, in original, proving the eligibility are mandatory to be produced during document verification. Without original certificates, the candidature shall be outrightly rejected at the time of document verification.
18. The decision of the selection Committee will be final in the matter of selection.
19. No TA/DA will be paid for attending all the stages of the Selection process.
20. **Canvassing in any form will lead to disqualification for the post.**
21. Screening Committee reserves the right to call or not to call candidates for selection process. The decision of the Institute will be final and binding on all the applicants



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- who respond to this advertisement. No interim communication on the status of application will be entertained under any circumstances.
22. No correspondence whatsoever will be entertained from the candidates regarding conduct and result of interview and reasons for not being called for interview or selection.
 23. Name / Application Number of shortlisted candidates will be displayed in the Institute website www.nitpy.ac.in. Besides, individual intimation may also be sent by e-mail. However, Institute will not be liable for any delay or non-receipt of the email. Further updates will be posted only on the Institute website. Candidates are advised to regularly check the institute website for updates.
 24. Candidate shall complete the Online Application form in all respects without leaving any column blank. Incomplete applications will be rejected. Please enter "NA" if the information sought is not applicable.
 25. The Institute reserves the right not to fill up the posts, cancel the advertisement in whole or in part, without assigning any reason and the decision of the Administration of NIT Puducherry, in this regard shall be final.
 26. Selected candidates will be under Probation for One Year and will be confirmed subject to satisfactory completion of the Probation and other requirements as per rule. Upon final selection, the candidates will be governed by the rules and regulations in accordance to NIT Act and Statutes.
 27. The Institute reserves the right to rectify any discrepancy in the Pay, Pay Level, if found later on.
 28. The decision of the Institute in all matters will be final & binding. No correspondence / interim inquiries will be entertained from the candidates in connection with the process of selection / interview. Any dispute with regard to the selection / recruitment process will be subject to Courts / Tribunals having jurisdiction over Karaikal. Candidates who are called for Selection process will have to produce original documents in support of all the particulars mentioned in their application form regarding their reservation category, education and skill qualification, experience and other claims.
 29. Selected Candidates may be posted and / or transferred to any department at any time during their service career at the discretion of the institute.
 30. Applicants are advised to ensure, before applying, that they possess the minimum essential qualification and experience laid down for the post. Qualification obtained has to be from recognized University/ Institute.



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31. The number of vacancies indicated in the notification is tentative. NIT Puducherry reserves the right to change the number of advertised posts at the time of Selection.
32. In case of any corrigendum / information pertaining to this advertisement, the same shall be published in the Institute's Website only.
33. For updates, please visit the Institute website www.nitpy.ac.in regularly.

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