



राष्ट्रीय प्रौद्योगिकी संस्थान, मणिपुर
NATIONAL INSTITUTE OF TECHNOLOGY, MANIPUR
(An Autonomous Institute under MHRD, Govt. of India.)

No. NITM.1/(2c-Estt)/MP/R-N/2017(Pf)/350

Date: 03.08.2018

VACANCY CIRCULAR

Sub: Recruitment of Registrar at NIT Manipur.

National Institute of Technology, Manipur (an Autonomous Body under the Ministry of Human Resource Development, Govt. of India) established by the Government of India by the Act of the Parliament, invites applications for the post of **Registrar** from Indian Nationals possessing requisite academic qualifications, initiative, drive and relevant experience. The details of the post are as follows:

1. Name of the Post	Registrar
2. Number of Posts	01
3. Classification	Group - A
4. Scale of Pay	PB-4; Rs. 37400 – 67000/- GP: Rs. 10000/- As per 7 th CPC Matrix Level – 14, Basic pay: Rs. 144200/-
5. Essential Qualification	Masters' degree with at least 55% Marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute
6. Experience	i) At least 15 years experience as Assistant Professor in the AGP of Rs. 7000/- and above or with 8 years of service in the AGP of Rs. 8000/- and above including as Associate Professor along with <u>3 years</u> experience in educational administration, or ii) Comparable experience in research establishment and / or other institutions of higher education, or iii) 15 years of administrative experience, of which 8 years shall be as Deputy Registrar (of which 3 years in the GP of Rs. 8700/-) or equivalent.
7. Desirable Qualification	i) Qualification in area of Management / Engineering / Law ii) Experience in computerized administration / legal / financial / establishment matters.
8. Method of Recruitment: whether by direct recruitment or by promotion or by deputation or transfer & percentage of the vacancies to be filled by various methods	Deputation (including short term contract) for a period of 5 years or till attaining the age of 62 years whichever is earlier or as fixed by Govt. of India by orders issued in this regard from time to time.
9. In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	<u>Deputation (including short term contract).</u> Officers under the Central / State Governments / Universities / Recognized Research Institutes or Institute of national importance or Govt. laboratory or PSU:- i) holding analogous post or ii) a) With at least 3 years service in posts in PB-4 with GP pay Rs. 8700/- as per VI Central Pay Commission or its equivalent, b) Educational qualification and Experience
<u>General Instruction</u>	
1) Besides pay, the post carries allowances according to the Institute rules. 2) Persons serving in Government/Semi-Government/Public Sector Undertaking should send their applications either through proper channel or should furnish a no objection certificate at the time of interview. They can however send an advance copy.	



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- 3) The complete postal address of the present employer mentioning the name of the organization and whether the organization is a Govt./Semi-Govt./Autonomous/Public Sector Undertaking/Private Sector should be in the Application Form
- 4) Reserved category candidates shall be required to submit attested copies of the latest Caste certificate issued by the Competent Authority (not below the rank of SDO/SDM) as per Govt. of India directives issued from time to time. Similar PWD candidates shall be required to submit proof of Physically Handicapped category issued by the competent medical authority.
- 5) Incomplete application form with/without relevant supporting documents will be summarily rejected.
- 6) The Institute reserved the right to cancel the recruitment without assigning any reason.
- 7) The prescribed essential qualification & experience are minimum and the mere possession of the same does not entitle candidates to be called for interview.
- 8) If the number of applications received in response to the advertisement is large, it will not be convenient or possible for Selection Committee to interview all those candidates. So, the screening committee of the Institute may restrict the number of candidates to be called for interview on the basis of desirable qualification/experience as per the specific requirements of the Institute.
- 9) No correspondence will be entertained with candidates who are not called for interview/selected for appointment.
- 10) Canvassing in any form will lead to DISQUALIFICATION of candidature.
- 11) Legal disputes, if any, with National Institute of Technology Manipur are restricted to the jurisdiction of the High Court of Manipur
- 12) No TA/DA will be paid to attend the selection process (Interview).
- 13) The prescribed application forms be downloaded online from www.nitmanipur.ac.in
- 14) The application should be submitted with necessary fee of Rs. 1000/- in the form of Demand Draft in favour of Director, NIT Manipur payable at State Bank of India, Secretariat Branch, Imphal. No application fee is required for SC/ST and female candidates.
- 15) The application duly filled in all respects along with self-attested copies of certificates proving educational qualification and experience certificates may be submitted [through proper channel] and should reach the Director, NIT Manipur, Langol Campus, Imphal West – 795004, Manipur, India on or before **04.09.2018 upto 5:00 P.M.**, by Hand post/ Speed Post/ Registered Post. The envelope should be superscribed “**Application for the post of Registrar**”
- 16) Incomplete application and the application received after due date will not be entertained and will be summarily rejected.

DIRECTOR

