



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)/1040

Date: 11.01.2019

Sub: Recruitment of Registrar at NIT Manipur.

Applications are invited from eligible Indian Nationals for the post of Registrar to be filled on deputation (including short term contract) in this Institute. The details of the post are as follows and also refer Annexure - A:

Sl.	Name of the Post	No. of Posts	Pay Scales (Amount in Rs.)	Mode of Recruitment
1	Registrar	01	(Level - 14 as per 7 th CPC) PB-4 (Rs. 37400 – 67000/-) with GP of Rs. 10000/-	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.

Note:

1. Any revision in the Recruitment Rules for the said post or other relevant notifications, if any, issued by MHRD shall also be applicable.
2. Any addendum/corrigendum and related notifications will be published on the Institute website: www.nitmanipur.ac.in only. Applicants are advised to regularly check the Institute website for any update/notification.

DIRECTOR

Copy to:

1. PS to the Director for kind information of Director please.
2. Heads of various Departments/Centres of NIT Manipur, for information please.
3. Technical Officer, NIT Manipur for displaying in Institute website.
4. Asst. Registrar (Estt.) i/c, NIT Manipur for wide publicity in the News Papers namely “The Telegraph (All India Editions), Poknapham (Manipuri) and Employment news (English & Hindi)” immediately.
5. CF/GF



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ANNEXURE – A

ANNEXURE

Recruitment Rules for the post of REGISTRAR in NITs

1.	Name of the Post	Registrar
2.	Number of posts	01
3.	Classification	Group – A
4.	Scale of pay (Grade Pay, Band Pay)	PB 4 (Rs. 37400-67000) with Grade Pay of Rs.10000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	Not Applicable
7.	Educational and other qualifications required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits	Not Applicable
9.	Period of probation, if any	Not Applicable
10.	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.
11.	In case of recruitment, by deputation /transfer, grades from which deputation/ transfer to be made	<p>Deputation (including short term Contract), 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</p> <p>Essential: Masters' degree with at least 55% Marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute.</p> <p>Experience: i) At least 15 year's experience as Assistant Professor in the AGP of 7000/- and above or with 8 years of service in the AGP of 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.</p> <p>Desirable: i) Qualification in area of Management / Engineering /Law. ii) Experience in computerized administration / legal / financial / establishment matters.</p>
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statutes.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Am



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General Instruction

- 1) Besides pay, the post carries allowances according to the Institute rules.
- 2) Candidates should satisfy themselves before applying that they possess the qualification and experience etc. laid down in the advertisement.
- 3) Mere possession of the prescribed qualification and experience does not ensure that the candidate would be called for written test and/or presentation and/or interview.
- 4) Age relaxation for candidates belonging to the different categories will be made as per Government of India rules.
- 5) Additional sheets may be attached, whenever the space allocated is insufficient.
- 6) Application forms received without supporting copies of degrees/certificates/documents will be summarily rejected.
- 7) All the future correspondence regarding the date of written test and/or presentation and/or interview shall be uploaded on Institute website (www.nitmanipur.ac.in) only. It shall be the responsibility of the candidates to monitor the same.
- 8) The list of short listed candidates will be displayed on the Institute website.
- 9) All qualifications, experience and age limit will be considered as on the closing date, i.e. the last date of receipt of application form.
- 10) Original Degrees/Certificates/Documents will have to be produced at the time of presentation and/or interview for verification.
- 11) 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.
- 12) 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
- 13) 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.
- 14) Incomplete application form with/without relevant supporting documents will be summarily rejected.
- 15) The Institute reserved the right to cancel the recruitment without assigning any reason thereof.
- 16) 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.
- 17) No correspondence will be entertained with candidates who are not called for interview/selected for appointment.
- 18) Canvassing in any form will lead to **DISQUALIFICATION** of candidature.



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- 19) Legal disputes, if any, with National Institute of Technology Manipur are restricted to the jurisdiction of the High Court of Manipur
- 20) No TA/DA shall be paid for attending the written test and/or presentation and/or interview.
- 21) In case of any advertent mistake in the process of selection; which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/cancel/withdraw any communication made to the candidate (s).
- 22) The prescribed application forms be downloaded online from www.nitmanipur.ac.in
- 23) **Application Fee:** All application must be accompanied by a non refundable processing fee of Rs. 1000/- (except SC/ST/PWD and Women candidate) payable directly to State Bank of India A/C No. - 31098026413, IFSC code - SBIN0004562 of Director National Institute of Technology Manipur.
Note: Transaction slip for the application fee deposited must be enclosed along with the Application form.
- 24) 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 **15.02.2019 upto 4:00 P.M.**, by Hand post/ Speed Post/ Registered Post. The envelope should be superscribed “**Application for the post of Registrar**”
- 25) Application received after due date will not be entertained and will be summarily rejected.

**Director
NIT Manipur**