



North Eastern Regional Institute of Science & Technology

DEEMED UNIVERSITY u/s 3 of UGC Act, 1956

Nirjuli(Itanagar) : Arunachal Pradesh : 791 109 : www.nerist.ac.in
(Under Ministry of Human Resource Development, Govt. of India)

Advertisement No.1/2014

Applications in prescribed format are invited from the citizens of India for filling up the following posts for Non-teaching at North Eastern Regional Institute of Science & Technology, Nirjuli – 791109 (Itanagar), Arunachal Pradesh.

(Detail of the post(s), number of post(s), Educational Qualification, Experience and Pay Band)

Sl. No	Name & No. of post	Minimum Educational Qualification, desirable qualification & Experience etc.	Pay Bands with Grade Pay
1	Deputy Registrar - 02 (OBC-01, SC-01)	(i) Master's Degree with at least 55% of the marks or its equivalent grade of 'B' in the UGC 7 point scale; (ii) At least 09 years of experience as Assistant Professor in the AGP of Rs.6000/- and above with experience in educational administration; OR comparable experience in research establishment and/or other Institutions of higher education; OR 05 years of administrative experience as Assistant Registrar or in an equivalent post. Persons having Finance or HR background will be preferred. (iii) Age: below 45 years. (iv) Recruitment Rule of the Institute shall apply.	PB-3, Rs.15600-39100/- GP Rs.7600/-
2	Medical Officer -01 (OBC)	(i) First Class MBBS Degree from a College/University recognized by Medical Council of India. Preference shall be given to those having higher qualification and experience in Govt./Semi Govt./University (ii) Age: below 35 years. (iii) Recruitment Rule of the Institute shall apply.	PB-3, Rs.15600-39100/- GP Rs.5400/-
3	Assistant Engineer (Civil) – 01(UR)	(i)Graduate in Civil Engineering with 3 years relevant experience or Diploma in Civil Engineering with 8 years relevant experience. Candidates willing to come on deputation from relevant organization may also apply. (ii) Age: below 35 years. (iii) Recruitment Rule of the Institute shall apply.	PB-3, Rs.15600-39100/- GP Rs.5400/-
4	Network Administrator-01(UR)	(i)Minimum B.Tech in Electronics & Communication/Computer Science & Engineering or MCA from a College/University recognized by the AICTE/UGC. (ii) 03years of experience in managing LAN,WAN,MAN/network security. (iii) Age: below 35 years.	PB-3, Rs15,600-39,100/- GP Rs5400/-
5	Junior Engineer (EE) – 01 (UR)	(i)Diploma in Electrical Engineering with 2 years relevant experience (ii)Age: below 30 years. (iii)Recruitment Rule of the Institute shall apply.	PB-1:Rs.5,200-20,200/- GP Rs.2800/-
6	Officer on Special Duty (OSD) (On Contract Basis for 2years)	Retired Civil Servant, Central Govt. Officer, Retired Officer from Armed forces, Retired Officer from CFTI's with long administrative, legal and HR experience.	Consolidated Pay restricted to last salary drawn (-) pension (+) DA

Interested persons may submit their application on prescribed format as given in the Institute website **www.nerist.ac.in**. The application must accompany with certified copies of all certificates in support of his/her candidature and two copies of passport size photograph (one should be pasted on the form). The completed applications accompanied with all above documents and a non-refundable application fee of Rs.200/- for SC/ST and Rs.500/- for others in the form of Demand Draft drawn in favour of **Director, NERIST** and payable at **SBI Nirjuli (Code No.9535) Itanagar, Arunachal Pradesh** should reach **the Registrar, NERIST, Nirjuli, PIN –791109, Arunachal Pradesh by Registered/Speed Post** only superscribing the envelope as “Application for the post of _____”. **Last Date of receipt of completed application is 24th March 2014.**

General Conditions/Instructions:

1. Incomplete applications and/or applications received after the due date shall summarily be rejected and no further correspondence in this matter shall be entertained;
2. Vacancies are tentative and may be increased or decreased;
3. The pay bands carry other allowances admissible as per Government of India rules;
4. The post of OSD is for purely on contractual basis for one year which may be extended to two year. No other benefit except consolidated pay equivalent to the GP of Rs 10,000/- shall be admissible. Further, the person, if selected, shall have no right to claim for regularization after contractual appointment;
5. The post of Medical Officer is residential one and the person, if selected, has to stay inside the campus and have to attend emergency duties beyond normal office working hours;
6. Institute reserves the right to fill or not to fill any or all the vacancies so advertised;
7. Applications received in response to the advertisement will be scrutinized and short-listed candidates will only be called for interview. Mere fulfillment of minimum eligibility criteria laid down in the advertisement does not entitle automatically a candidate to be called for interview and guarantee of selection. The decision of the Institute Authority for short-listing of candidates shall be final and binding;
8. Depending on perceived availability of qualified candidates, different departments may set different short-listing criteria;
9. Age should be as on last date of receipt of application;
10. Relaxation of age for SC/ST/OBC/PH candidates is applicable as per Gol Rules and instruction thereof;
11. % of marks for SC/ST is relaxable as per Gol or other norms;
12. No correspondence whatsoever will be entertained from candidates regarding postal delays, conduct and result of interview and reasons for not being called for interview;
13. Persons employed in Govt./Semi-Govt./PSUs/ Autonomous Institutions should submit their applications through proper channel;
14. Canvassing in any form would lead to disqualification of candidature;
15. Any change of address should be communicated at once;
16. TA/DA shall be paid for attending the interview, if called for.
17. The Demand Draft should not be drawn before the date of issue of this advertisement and after the closing date of receipt of application and also should have validity at least for three months.
18. Candidates willing to apply for two or more posts must submit separate applications and fees, if applicable, for each post, in separate envelopes;
19. The Institute is not responsible under any circumstances for any sort of postal delivery/delay.

Registrar



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APPLICATION FORM FOR NON-TEACHING POSTS

Advertisement No. & Date:.....

Post Applied for :.....

1. (i) Full Name(in block letters) :

(ii) Father's/Husband's Name :

2. (a) Date of Birth :

(b) Age (as on 01/03/14) :

3. (a) Nationality : (b) Gender: Male/Female

(c)Marital Status: Married/Unmarried/Divorced

4. Postal Address for correspondence :.....

.....

..... Pin Code:

Phone No. (with STD Code) : Office:..... Res.:.....

Mob. No.:..... e-mail ID: (i)..... (ii).....

5. Permanent Address :

.....Pin Code

6.Enclosed Bank Draft of Rs..... (Rupees.....), No..... dated.....of.....(Name of Bank) to "The Director, NERIST" payable at "SBI,Nirjuli Branch.

7. Educational Qualifications (from matriculation onwards):

Sl. No.	Examination Passed	Name of the University/ Board	Year of Passing	Subject/ Specialization	% of Marks/ Grade (CGPA)	Division / Class

Contd. on P/2

Please affix recent
passport size
photograph

8. Prizes, Awards, Distinction received etc. (if any):

9. (a) Professional Experience :

Sl. No.	Name of Employer	Post held	Period of Employment		Pay Band and AGP	Total emolument
			From	To		
1						
2						
3						
4						
5						

(b) Present Pay Band :..... GP/AGP

Basic Pay:..... Dearness Allowance:.....Gross Emolument:.....

(c) Type of organization (Government/Semi Government/Govt. : Sponsored/Autonomous Body/ Private etc.)

11. Any other relevant information :.....

12. List of enclosures :

DECLARATION

I declare that the statements made in this application are true to the best of my knowledge and belief. I understand that misleading or wrong information supplied may lead to summary rejection of application/appointment (if found subsequently).

Date:

Place:

(Full Signature of Applicant)

Forwarded through Head of the Institute/ Organization

Forwarded with the remarks that the facts stated in the above application have been verified and found correct and this Institution /Organization has no objection to the candidature of the applicant being considered for the post applied for..... at NERIST, Nirjuli, Arunachal Pradesh, India.

Date:

Place:

(Signature of Head of the Institution/ Organization)

Official Seal