



राष्ट्रीय प्रौद्योगिकी संस्थान नागालैंड
NATIONAL INSTITUTE OF TECHNOLOGY NAGALAND
(An Institute of National Importance under Ministry of Education, Govt. of India)
Chumukedima, Nagaland - 797 103

ADVERTISEMENT FOR THE POST OF REGISTRAR and JR. ASSISTANT

(Advt. No. NIT-N/RECT-NT/2023/03 dated 16-08-2023)

National Institute of Technology Nagaland is one among 31 NITs established by the Government of India by an Act of the Parliament offering UG, PG and Ph.D programs in Engineering/ Technology and Sciences at Chumukedima, Dimapur, Nagaland. The Institute invites applications for the post of **REGISTRAR** purely on Deputation (including short-term contract) for a term of 5 years or till attaining the age of 62 years whichever is earlier as well from suitable candidates for the post of **Junior Assistant** from the eligible candidates. The details of the post as well as the eligibility criteria etc. are given in the enclosed Annexure – 1 and II

Sl. No	Name of the post	No. of Post	Category	Scale of Pay	Mode of Recruitment
1.	Registrar	01	UR	PB -4 (Rs 37400-67000 with a grade pay of Rs 10,000/ under 6 th CPC or corresponding pay scale under 7 th CPC	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
2	Junior Assistant	01	UR	PB -1 (Rs 5,700-20,200 with a grade pay of Rs 2,000/ under 6 th CPC or corresponding pay scale under 7 th CPC	Direct Recruitment

DIRECTOR

GENERAL INSTRUCTIONS, INFORMATIONS AND CONDITIONS

1. The application form must be submitted in the prescribed format as available in the Institute's Website. Application form and other details can be downloaded from the website www.nitnagaland.ac.in.
2. Application must be sent in the prescribed format **only through speed post/ registered post to** “Officer on Special Duty (Recruitment), National Institute of Technology Nagaland, Chumukedima, Dimapur, Nagaland -797103.” Application submitted through any courier services or hand delivery will not be considered.
3. On the envelope please inscribe “Application for Recruitment for the post of REGISTRAR/ Jr. Assistant (as the case may be Advt No. NIT-N/RECT-NT/2023/03 dated 16-08-2023.”
4. The candidates are also required to scan and send the proof of dispatching the application (speed post / registered post receipt / or such other proof of having postal dispatch only) to all the following email ids after sending the duly filled in application:
valan@nitnagaland.ac.in; dushmantakumardas@nitnagaland.ac.in and jhimli@nitnagaland.ac.in.
5. The list of candidates from whom applications are received shall be displayed in the institute website within 07 days from the last date of submission of the applications. While the dispatch of the application including its delivery in this Institute following the above criteria, sending the scan copy of the postal receipt exhibiting the proof of dispatching the application rests with the candidates concerned, any complaint of non-receipt of missing application should be filed along with proof of dispatch as above within 15 days from the date of publication of the application list. No complaint shall be entertained beyond the said period. However, this institute shall not be held responsible for any postal delays/ network issues.
6. Last date for receiving of the filled in application is **30 days from the date of publication of advertisement in the Employment News** and application received thereafter on account of what so ever reasons may be; shall not be entertained and no correspondence in this regard shall be entertained. If the last date for the receipt of applications happens to be Declared Holiday or Restricted Holiday or Local Holiday for NIT Nagaland and/ or Dimapur – 797112, Dimapur Bazar – 797116 and Chumukedima 797 103 Post Offices and Dislocation or Interruption of Postal and Transport Services due to Flood and Heavy Rain fall at Nagaland or any other natural calamities or any such other recognized reasons as notified by the appropriate government, the next working day on which both NIT Nagaland and the Department of Posts are working will be the considered as the last date for the receipt of applications, provided that the application shall be posted (i.e., receipt duly mailed as per pt. 4 above) prior to the originally indicated last date of receiving the application (i.e., **30 days from the date of publication of advertisement in the Employment News**). However, the originally indicated last date of receiving the application (i.e., **30 days from the date of publication of advertisement in the Employment News**) shall only be considered for fixing any kind of eligibility criteria.
7. Applications sent through e-mail /whatsapp or similar e-modes will not be entertained.
8. The Application Form should be enclosed with prescribed application fee of Rs. 1,500/- (One Thousand Five Hundred Only) for General/OBC category in the form of Demand Draft (DD) in favour of “IRG NIT Nagaland” payable at State Bank of India, Chumukedima Branch, Dimapur. The date of purchase of the DD shall be on or after the date of notification of this advertisement. However, SC/ST /Divyang category candidate are exempted from payment of

- the prescribed fees subject to submission of relevant certificate issued by the competent authority.
9. Candidates belonging to SC/ST/OBC/Divyang categories should attach certificate from the competent authorities. OBC Certificate issued on or after 1st April 2023 shall only be considered for reservation under OBC (Non-Creamy Layer) category. The certificates need to clearly mention that the candidate belongs to non-creamy layer and the caste of the candidate must be in the state-wise central list of OBCs given at http://www.ncbc.nic.in/User_Panel/CentralListStateView.aspx
 10. Mere fulfilment of the required qualifications and experience, does not entitle a candidate to be called for interview / selection. The Institute reserves the right to fix the criteria of shortlisting after scrutiny by duly constituted committee and their decision will be applicable for mode of selection.
 11. The list of short-listed candidates will be made available on the website. Only the shortlisted candidates will be communicated for Test/ Interview schedule by Email.
 12. Candidates already in Government/ Semi Government/ Quasi Government service should send their application through proper channel. An advance copy shall be sent before the last date. Though such candidates are required to produce “No Objection Certificate” at the time of interview, still it is the responsibility of the candidate to ensure that his/ her Original Application need to reach this Institute with the designated Official within 15 days of closure of the Application else, the Application shall not be considered for screening. Mere submission of advance copy of the Application form, does not entitle a candidate to be called for interview/ selection unless the same is received through proper channel even though concerned candidate is able to submit the “No Objection Certificate” from the competent Authority as per the format published in this advertisement.
 13. The mode of recruitment is purely on deputation (including short-term contract) for a maximum period of 5 years or till attaining the age of 62 years by the candidate whichever is earlier, or as fixed by Govt. of India by order issued in this regard from time to time. Hence, incumbents who are not able to join on deputation basis, may not be shortlisted for the purpose of selection process.
 14. The maximum period of appointment is for 5 years on deputation including short term contract from the date of assuming the charge of the post of Registrar. However, for Jr. Assistant no such tenure is prescribed and likely to continue till Superannuation or till next promotion unless some disciplinary/ administrative action is initiated. Availing continuous leave by the incumbent shall be at the discretion of the Board of Governors of this Institute. Any period of absence on account of regular leave more than the limits prescribed under the leave rules of Government of India as applicable to the staff of this Institute during the above said continuous period of 5 years shall not be allowed. The Board of Governors of NIT Nagaland may offer appointment even for
 - (i) a reduced period of appointment less than 5 years on short term contract or
 - (ii) initially for a reduced period of less than 5 years on contract, with the provision for extension on contract for subsequent duration subject to the maximum period of 5 years including the initial period of the appointment.
 15. Canvassing in any form may lead to disqualification for the post besides taking suitable action through police and such other law enforcement authorities.
 16. Legal disputes, if any in this regard with NIT Nagaland will be subject to the jurisdiction of the Courts of Nagaland only.
 17. TA/DA will not be paid for attending the selection process (if any)/interview.

18. The Institute reserves the right to defer or cancel the advertisement at any stage of processing without assigning any reasons, if required.
19. The Institute reserves the right to restrict the number of candidates for interview to a reasonable limit, on the basis of qualifications and experience higher than those prescribed in this advertisement.
20. All Degree/diploma certificates issued by UGC recognized Universities/ Institutes shall only be considered for deciding the eligibility of candidates.
21. Selected Candidates should be ready to join this post within the stipulated time.
22. Applications not submitted in prescribed form will not be considered.
23. Self-attested copies of the following documents must be attached along with application:
 - i. ST/SC/OBC/Divyang certificate, OBC Status and Non-Creamy Layer Status duly issued by the competent authority on or after 1st April 2023.
 - ii. Certificates and marks sheet/grade card of all degrees, 12th and 10th standard
 - iii. Experience certificate
 - iv. Certificates of all other additional qualifications claimed, if any
 - v. Age Proof (HSLC/HSC or equivalent certificate issued by competent authority)
 - vi. Valid certificate issued by competent authority under EWS category.
 - vii. Proof of present employment and nature of duties handled in present Employment.
24. The following additional documents in support of experience requirements shall be attached with the application,
 - i. Proof of analogous post hold/ held
 - ii. Proof for 15 years' experience as Assistant Professor in the AGP of 7,000/- (in VI CPC scale and above) or with 8 years of service in the AGP of Rs. 8,000/- (in VI CPC scale and above) including as Associate Professor along with 3 years' experience in educational administration (if applicable), or comparable experience in research establishment and /or other institutions of higher education (if applicable) or
 - iii. Proof of 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post in the GP of Rs. 7,600/- (in VI CPC scale) or above (if applicable).
 - iv. Proof of Desirable Qualification and Experience, nature of duties discharged/ discharging (if any).
 - v. Possibility of joining on deputation including short term contract duly certified by the present employer or his authorised representative.
25. It is the responsibility of the applicant to assess his/ her own eligibility to the post of Registrar/ Jr Assistant for which he/she is applying in accordance with the Advertisement. If it is found at any time in future, during the process of selection or even after appointment that the applicant was not eligible as per the prescribed RRs which could not be detected at the time of selection for whatever reason; his/her candidature/appointment shall be liable to be cancelled/ terminated immediately without assigning any reason.
26. Original documents along with one set of Self-attested copies will have to be produced at the time of presentation and/or interview for verification.
27. In the event of selection as Registrar, the appointment letter will be issued only after obtaining the vigilance clearance certificate from the concerned authority and the incumbent would join duties after medical examination.
28. It is desired that the applicants will provide correct information. If it is found, at a later date, that any information given in the application is incorrect / false or any information is suppressed, the candidature / appointment is liable to be cancelled / terminated without assigning any reason.

29. Claims of educational qualifications, experience or any other technical qualifications must be supported by relevant certificates as well as mark sheets. Applications not supported by relevant documents shall be summarily rejected.
30. As per recommendation of the Oversight Committee for removal of anomalies of Non-Teaching staffs and revised recruitment rules of non-teaching staffs vide MHRD letter No. F.35-5/2018- T.S-III dated 20.02.2019, the Registrar who have completed or completing their full term of 5 years in the institute concerned will be eligible to participate in the selection for appointment of another term subjected to fulfilling the conditions with regard to educational qualification and experience specified in Recruitment Rules. The above eligibility and recruitment norms are further subject to the clarifications, if any issued by the Nodal Ministry and the decision of the Nodal Ministry shall be the governing principles for all purposes including the contextual issue. However, this provision being very selective, would be made applicable to such staff but not to all.
31. Notwithstanding anything contained in recruitment guideline/ recruitment rules, as communicated by Department of Higher Education, MHRD, Govt. of India vide letter No. F.35-5/2018 - TS.III, dated 4th April 2019 will only be applicable. The candidates are advised to refer to all other related MHRD notifications regarding, the Non-Teaching recruitment rules which is the reference point for all purpose.
32. The Recruitment Rules issued by MHRD is the guiding document and thus shall be relied upon for any case of discrepancies. In case of any change in the Recruitment Rules of Non-Faculty of NITs by Ministry of Education, Government of India in its Anomaly Report, the Institute may incorporate the changes during its recruitment process and notify the same on the Institute website.
33. In case of any inadvertent mistake in the process of screening/ 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 candidates.
34. Any addendum/corrigendum and related notifications will be published on the Institute website: www.nitnagaland.ac.in only. Applicants are advised to regularly check the Institute website for any update/notification.

DIRECTOR

RECRUITMENT RULES (2019) FOR THE POST OF REGISTRAR IN NITS

Sl.No	Particular	Criteria
1.	Name of the Post	Registrar
2.	Number of Post(s)	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	56 years
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><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: -</p> <p><u>Educational Qualification & Experience:</u></p> <p><u>Essential</u> <u>Educational Qualification:</u> 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><u>Experience:</u></p> <p>i) Holding analogous post. ii) 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 3 year's 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 or an equivalent post in the GP of Rs.7600/- or above.</p> <p><u>Desirable:</u></p> <p>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	Not Applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

Recruitment Rules (2019) for the post of JUNIOR ASSISTANT in NITs

Sl.No.	Particular	Criteria
1.	Name of the Post	Junior Assistant
2.	Number of Post(s)	As per sanctioned strength.
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, Band Pay)	PB : 1 (Rs.5,200 - 20,200/-) with Grade Pay of Rs.2000/-
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age limit for direct recruits	27 years Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	Senior secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet. Desirable: Proficiency in other computer skills; stenography skills.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Age bar: Not applicable Qualifications and Experience: No, but must possess at least 10+2 and having proficiency in Computer Word Processing.
9.	Period of probation, if any	1 Year for direct recruits as per NIT Statutes
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	75% Direct recruitment. 25% by Promotion.
11.	In case of recruitment by promotion / deputation / transfer, grades from which promotion / deputation / transfer to be made	Promotion: Office Attendant (SG-II) with at least 2 years regular service with Grade Pay of Rs.2000/- through DPC and working performance record (APAR), through prescribed test and interview.

K. Raju

Sl.No.	Particular	Criteria
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

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