

राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA
Bijni Complex, Laitumkhrah, Shillong-793003
Ph: 0364-2501215 Fax: 0364-2501113 Website: www. nitm.ac.in

ADVERTISEMENT FOR THE POST OF REGISTRAR
(Advt. No.: NITMGH/ES/REC/2/Reg/2023-24/1255 Date 30.08.2023)

The National Institute of Technology Meghalaya, a Centrally Funded Technical Institution of National Importance under Ministry of Education (MoE), Government of India invites applications from the eligible Indian nationals possessing requisite academic qualifications, experience and age for filling up the post of Registrar.

The educational qualification(s) and other required information as per Recruitment Rules for Non-Teaching posts in NITs, 2019 showing the mode of appointments, educational qualification, experience, age limit, etc., for each post are mentioned as follows: -

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 of the Post	Group – A
4.	Scale of Pay (Grade Pay, Pay Band)	Pay Level 14, with Basic pay of ₹ 1,44,200/- (as per 7 th CPC)
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 and Experience:</u></p> <p><u>Essential</u> <u>Educational Qualification:</u> Masters' degree with at least 55% Marks or itsequivalent grade 'B' in the UGC 7 Point Scale from a recognized University/Institute.</p> <p><u>Experience:</u></p> <ol style="list-style-type: none"> i. Holding analogous post. ii. At least 15 years' 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 years' experience in educationaladministration, 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 equivalent post in the GP of ₹ 7600/- or above. <p><u>Desirable:</u></p> <ol style="list-style-type: none"> i. Qualification in area of Management/ Engineering/ Law ii. Experience in computerizedadministration/ legal/ financial/ establishment matters
12.	If DPC exists, what is its composition	Not Applicable
13.	Circumstances in which UPSC isto be consulted in making recruitment	Not Applicable

General Information:

1. Only Indian nationals need to apply.
2. Applicants must pay a non-refundable application fee of ₹1000/- (Rupees One thousand) only through SBI Collect.
 - **SC/ST, Women, PwD and ESM applicants for the post of Registrar are exempted from payment of fees.**
 - Candidates who have successfully completed filling up the application form shall have to pay the application fee through SBI Collect by following the instructions carefully. Candidates are advised to read details given in the “Check Payment Process” link carefully before making the payment.
 - The candidates are also instructed to keep a copy of the transaction receipt for future reference and for submission along with the hard copy of the application form.
3. Candidates must print the application form by clicking on the given button.

4. Hard copy of the Online Application form, fee transaction details along with all relevant documents, payment details and testimonials, etc. must be sent **by post or courier only** and addressed to The Director, NIT Meghalaya, Bijni Complex, Laitumkrah, Shillong 793003, Meghalaya and must reach before **05.30 P.M. on 5th October 2023.**
5. The envelope containing the application form and documents must clearly be superscribed on the top **“APPLICATION FOR THE POST OF REGISTRAR”**.
6. Candidates who applied online only and do not submit the hard copy of the application form along with will all documents, payment details and testimonials, etc. will be **SUMMARILY REJECTED.**
7. Hard copies received after the last date declared in the advertisement will be **SUMMARILY REJECTED.**
8. Candidates should satisfy themselves, before applying, that they possess at least the minimum essential qualifications, knowledge and experience as laid down in the advertisement. Experience in handling computerized work, administrative or legal or financial or establishment matter as a regular employee will only be considered. **CONTRACT EXPERIENCE WITH CONSOLIDATED PAY IN ANY FORM WILL NOT BE CONSIDERED.** The candidate shall include appropriate certificates in support of his/her candidature.
9. Candidates who have filled in the wrong SBI Collect payment transaction ID in the online form and who do not enclose a printed copy of the transaction details along with the hard copy of the application form will be **SUMMARILY REJECTED.**
10. Persons working under Central/State Government/Public Sector Undertakings/CFTI's/Autonomous organization shall have to forward their application through proper channel or to obtain an NOC from the concerned employer and produce the same at the time of interview.
11. Candidates working in Central Government, State Government, Autonomous Bodies, CFTIs, PSUs, Banking and Reserved Categories (SC/ST/OBC/PWD/Ex-Serviceman) will be given age relaxation as per the Government of India norms.
12. Candidates who are shortlisted for the Personal Interview are to produce all original certificates, testimonials, etc. for verification before appearing before the Selection Committee.
13. For all the posts, the crucial date for calculating the age and qualification required will be the **last date of online application** as declared in the advertisement / Institute Website, i.e. **3rd October 2023.**
14. Any information furnished and certificates provided if found false, tampered with, mutilated or suppressed and noticed at a later date shall be considered as disqualification for the post.
15. Canvassing of any kind will be a disqualification.
16. Mere fulfilling the minimum educational qualification and experience (minimum eligibility criteria) does not bestow right to a candidate to be called for interview. Depending upon the number of applications received, the scrutiny criteria may be higher than the minimum eligibility criteria.
17. Institute reserves the right to reject or accept any candidature without assigning any reason thereof. At the same time, the Institute reserves the right to fill in or otherwise, any or all advertised posts.
18. No correspondence whatsoever will be entertained from candidates regarding postal delay, conduct and result of interview and reasons for not being called for the interview.
19. Any change of address for correspondence should be communicated giving reference of the Advertisement and post(s) applied for.
20. Applicants are advised to give phone numbers and e-mail addresses in their own interest to facilitate prompt communication. If short-listed, all communications regarding interview, etc. will be made only through e-mail.

21. Any corrigendum / addendum or modification, if any, would appear only on the Institute website (www.nitm.ac.in) and will not be published in any Newspaper.
22. All information and updates in respect of the advertisement will be uploaded only on the Institute website (www.nitm.ac.in) and will not be published in any Newspaper. Candidates are advised to check the Institute website frequently.
23. In case the last date of receipt of the hard copies falls on a holiday/series of holidays, the last date of receipt of hard copies of the application form and enclosures will be the next working day (till 5.30 PM only)
24. Legal disputes, if any, with National Institute of Technology Meghalaya will be restricted within the jurisdiction of Shillong, Meghalaya only.

Important DATES:

Opening date and time of NIT Meghalaya Recruitment portal: 01st September 2023, 10.00 AM

Closing date and time of NIT Meghalaya portal: 03rd October 2023, 11:45 PM

Last Date for Receiving hardcopy: 05th October 2023, 05.30 PM

For any help/query, you may communicate through email only (staff_recruitment@nitm.ac.in)

Hard copies must be sent to the following address: -

THE DIRECTOR
NIT MEGHALAYA
BIJNI COMPLEX
LAITUMKHRAH
SHILLONG – 793003
MEGHALAYA

Sd/-
Registrar