

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 NON-FACULTY POSITIONS
(Advt. No.: NITMGH/ES/REC/N-F/Vol.VI/2023-24/146 Date 21.04.2023)

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 appointment to various Non-Faculty positions on regular/ lien post basis as follows:

Sl. No.	Name of Post	Category
1.	Registrar	1-UR (regular)
2.	Students Activity & Sports (SAS) Officer	1-OBC (regular)
3.	Technical Assistant, Dept. of Civil Engineering.	1-ST (regular)
4.	Technician, Dept. of Computer Science & Engineering	1-UR (regular) PWD (OH)
5.	Technician, Computer Centre	1-UR (lien vacancy) Ex-Serviceman

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 - UR
3.	Classification of the Post	Group – A
4.	Scale of Pay (Grade Pay, Pay Band)	PB – 4 (₹ 37,400 – 67,000/-) with Grade Pay of ₹10,000/- OR 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 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> <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 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 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 computerized administration/ legal/ financial/ establishment matters
12.	If DPC exists, what is its composition	Not Applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

N.B.: In accordance with para C (i) "Other recommendations" of letter No. F.35-5/2018-TS.III dated 20.02.2019 from the Under Secretary to the Govt. of India, Dept. of Higher Education, Ministry of Education (erstwhile MHRD) regarding "Recommendations of Oversight Committee for removal of anomalies of non-teaching staff and revised Recruitment Rules (RRs) for Non-teaching in the NITs", ***the Registrars who have completed or completing their full terms of 5 years in Institute concerned will be eligible to participate in the selection process for appointment for another term subject to fulfilling the conditions with regard to educational qualifications and experience as specified in RR.***

**RECRUITMENT RULES (2019) FOR THE POST OF STUDENTS ACTIVITY & SPORTS (SAS)
OFFICER IN NITS**

Sl. No.	Particular	Criteria
1.	Name of the Post	Students Activity & Sports (SAS) Officer
2.	Number of Post(s)	01 -OBC
3.	Classification of the Post	Group – A
4.	Scale of Pay (Grade Pay, PayBand)	<p>PB : 3 (₹ 15,600 - 39,100/-) with Grade Pay of ₹ 5400/-. OR Pay Level 10, with Basic pay of ₹ 56,100/-(as per 7th CPC)</p> <p>After Five years of service as SAS Officer with GP of ₹5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of ₹ 6600/- with the same designation.</p> <p>(Those who are already appointed on AGP of ₹ 6000/- may continue with same AGP as recommended by the selection committee till 5 yrs of their service. Already appointed on AGP of ₹ 6000/- shall move to GP of ₹6600/- instead of AGP of ₹ 7000/- (As there is no GP exist at ₹ 6000/- and ₹ 7000/- in Non-Teaching) after 5 yrs of their service. No Further Recruitment will be made on AGP of ₹ 6000/- the existing column may be replaced as: PB 3 (₹ 15,600 - 39,100) with GP of ₹ 5400/-. After Five years of service as SAS Officer with GP of ₹ 5400/-, an incumbent will be assessed by Departmental Promotion Committee (DPC) for moving to the higher GP of ₹ 6600/- with the same designation.)</p>
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age Limit for direct recruits	<p>35 years</p> <p>Note:- Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government</p>
7.	Educational and other qualifications required for direct recruits	<p><u>Educational Qualification and Experience:</u></p> <p><u>Essential</u></p> <p><u>Educational Qualification:</u> Master's Degree in Physical Education or Master's Degree in Sports Science or equivalent degree with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University / Institute.</p> <p>Record of having represented the University / College at the inter-University/Inter-Collegiate competitions or the State and/or national championships; Qualifying in the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p><u>Desirable</u></p> <p>i) Experience in guiding group of students in creative activities.</p> <p>ii) Candidate with higher degree (Ph.D. or equivalent) in a relevant Discipline shall be preferred.</p>

		<p>iii) Record of organizing such events as student's convener or in later part of life.</p> <p>iv) Record of strong involvement and proven track record of participation in sports and drama / music / films / painting/Photography/journalism event management or other student/ event management activities during college / University studies.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	<p>Age bar: Not applicable</p> <p>Educational qualification: No, but must possess at least Master's degree in Physical Education or Sports Science or equivalent from a recognized University/ Institute</p>
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	<p>75% Direct Recruitment, failing which by deputation (including Short Term contract)</p> <p>25% by promotion failing which by deputation (including Short Term contract).</p>
11.	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/transfer to be made	<p>Promotion: Promotion from the post of SAS Assistant (SG-II) with Grade Pay of ₹ 4800/- with 5 years regular service or SAS Assistant (SG-I) with Grade Pay of ₹ 5400/- with two years regular service and working performance record (APAR), through prescribed test and interview.</p> <p>Deputation (including Short Term contract): Officer of the Central / State or similar services / semi-Govt. / PSU / Statutory or Autonomous organization or University / Institution of national importance. a) holding analogous post and b) Possessing educational qualification as prescribed in Row 7</p>
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

RECRUITMENT RULES (2019) FOR THE POST OF TECHNICAL ASSISTANT IN NITS

Sl. No.	Particular	Criteria
1.	Name of the Post	Technical Assistant
2.	Number of Post(s)	1-ST (Dept. of Civil Engineering)
3.	Classification	Group - B
4.	Scale of Pay (Grade Pay, PayBand)	PB -2 (₹ 9,300 - 34,800/-) with Grade Pay of ₹ 4200/- OR Pay Level 6, with Basic pay of ₹ 35,400/- (as per 7 th CPC)
5.	Whether Selection Post or non-Selection Posts	Not Applicable
6.	Age Limit for direct recruits	30 years. Note:- Relaxable for Departmental Candidates up to five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	Essential: First Class or equivalent Grade in B. E. / B.Tech. in Civil Engineering from a recognized University / Institute. OR First Class Diploma in Civil Engineering with excellent academic record
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational Qualification: No. However, must possess any of the qualifications mentioned in Row 7 without insisting on percentage of marks/class.
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 failing which by deputation (including Short Term contract).
11.	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made	Promotion: At least 2 Years regular service with Grade Pay of ₹4200/- as Technician (Selection Grade-I) through DPC and working performance record (APAR), through prescribed test and interview. Deputation (including short term Contract): Officers of the Central/State Govt. or similar organized services/semi-Govt. /PSU/ autonomous organization/ University/ Institute of national importance: a i) holding analogous post; or ii) 6 years regular service with Grade Pay of ₹ 2800/- as Technician (SG-II) or its equivalent post. b) Possessing educational qualification as prescribed in Row 7.
12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

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

Sl. No.	Particular	Criteria
1.	Name of the Post	Technician
2.	Number of Post(s)	1-UR (regular) reserved for PwD (OH)* (Dept. of Computer Science & Engineering) 1-UR (lien vacancy) reserved for Ex-Serviceman (Computer Centre)
3.	Classification	Group - C
4.	Scale of Pay (Grade Pay, PayBand)	PB :1 (₹ 5,200 - 20,2001/-) with Grade Pay of ₹ 2000/- OR Pay Level 3, with Basic pay of ₹ 21,700/- (as per 7 th CPC)
5.	Whether Selection Post or non- Selection Posts	Not Applicable
6.	Age Limit for direct recruits	27 years. Note:- Relaxable for Departmental Candidates up to five years in accordance with the instructions or orders issued by the Central Government
7.	Educational and other qualifications required for direct recruits	<u>Essential:</u> Senior secondary (10+2) with Science from a Government recognized board with at least 60% marks. Or Senior secondary (10+2) from a Government recognized board with at least 50% marks and ITI Course of one year or higher duration in appropriate trade. Or Secondary (10) with at least 60% marks and ITI Certificate of 2 years duration in appropriate trade. Or Diploma in Engineering of three year's duration in relevant field from a Government recognized Polytechnic / Institute.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Age bar: Not applicable Educational Qualification: No. However, must possess at least Senior Secondary with Science or Secondary and ITI certificate of 2 years duration in appropriate trade.
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/ absorption, grades from which promotion/ deputation/ absorption to be made	<u>Promotion:</u> Lab Attendant (SG-II) with at least 2 years regular service with Grade Pay of ₹ 2000/- through DPC and working performance record (APAR), through prescribed test and interview.

12.	If DPC exists, what is its composition	As per the provisions contained in the NITSER Act, 2007, First Statutes and the subsequent Statute.
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

N.B. “*”1-UR (regular) PwD (OH)

Functional Requirement:

- (i) S = Sitting; (ii) SE = Seeing; (iii) RW = Reading & Writing; (iv) H = Hearing;
(v) MF = Manipulation by fingers; (vi) C = Communication.

Suitable Category of Benchmark Disabilities:

- (i) OL = One Leg; (ii) BL= Both Legs; (iii) Dw = Dwarfism; (iv) AAV=Acid Attack Victims.

General Information:

1. Only Indian nationals need to apply.
2. Applicant must pay a non-refundable application fee as follows: -

Sl. No.	Name of the post	Application fee in ₹
1	Registrar (1-UR)	1,000/- (Gen); 500/- (SC/ST/OBC)
2	Students Activity & Sports (SAS) Officer (1-OBC)	500/-

- **PwD and ESM applicants for the post of Registrar are exempted from payment of fees.**
 - **Applicants for the posts of Technical Assistant (CE) (1-ST), Technician (CS){1-UR PWD(OH)} and Technician (CC)(1-UR ESM) are exempted from payment of fees.**
3. All applications and payment of fees will be accepted only through online mode.
 4. 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.
 5. 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.
 6. Candidates must print the application form by clicking on the given button.
 7. 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 Registrar, NIT Meghalaya, Bijni Complex, Laitumkhrah, Shillong 793003, Meghalaya and must reach before **05.30 P.M. on 5th June 2023.**
 8. The envelope containing the application form and documents must clearly be superscribed on the top **“APPLICATION FOR THE POST OF”**.
 9. Candidates who applied online only and do not submit the hard copy of the application form along with all documents, payment details and testimonials, etc. will be **SUMMARILY REJECTED.**
 10. Hard copies received after the last date declared in the advertisement will be **SUMMARILY REJECTED.**
 11. Candidates applying for the post of SAS Officer will have to produce certificates issued by the concerned authority for all claims made by them in the online application form. Failure to enclose **any of the certificates** along with the hard copy of the application will be **SUMMARILY REJECTED.**

12. 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.
13. Persons working under Central/State Government/Public Sector Undertakings/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/written test/skill or trade tests.
14. Candidates applying against post reserved for OBC category must submit a valid and up-to-date (within 6 months) “Non Creamy Layer” caste certificate from the appropriate authority and have to produce it at the time of interview/written test/skill or trade tests.
15. 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.
16. Reservation for SC/ST/OBC/PWD/ESM shall be as per Government of India norms.
17. There will be no relaxation of Essential Educational Qualification for ESM candidates who apply for the post of Technician (CC) and for PWD (OH) candidates who apply for the post of Technician (CS).
18. Only those PWD candidates who are orthopedically handicapped with the following functional requirement and suitable category of Benchmark Disabilities can apply for the post of Technician (CS):-
Functional Requirement:
(i) S = Sitting; (ii) SE = Seeing; (iii) RW = Reading & Writing; (iv) H = Hearing;
(v) MF = Manipulation by fingers; (vi) C = Communication.
Suitable Category of Benchmark Disabilities:
(i) OL = One Leg; (ii) BL= Both Legs; (iii) Dw = Dwarfism; (iv) AAV=Acid Attack Victims
19. Candidates who qualify for the Personal Interview/Written test/ Skill or Trade tests are to produce all original certificates, testimonials, etc. for verification before appearing before the Selection Committee or Skill/ Trade Test.
20. 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. **25th May 2023**.
21. Candidates must have the requisite educational qualifications, experience and age on the last date of online application as declared in the advertisement / Institute Website.
22. Any information furnished and certificates provided if found false, tampered, mutilated or suppressed and noticed at a later date shall be considered as disqualification for the post.
23. Canvassing of any kind will be a disqualification.
24. Mere fulfilling the minimum educational qualification and experience (minimum eligibility criteria) does not bestow right to a candidate to be called for written test/ interview.
25. Depending upon the number of applications received, the scrutiny criteria may be higher than the minimum eligibility criteria.
26. Institute reserves the right to reject or accept any candidature without assigning any reason thereof.
27. The number of positions may vary depending upon vacancies available and sanction received from Ministry of Education.
28. The Institute reserves the right to fill in or otherwise, any or all the advertised posts.

29. No correspondence whatsoever will be entertained from candidates regarding postal delay, conduct and result of interview/written test/skill or trade tests and reasons for not being called for the interview/written test/skill or trade tests.
30. Any change of address for correspondence should be communicated giving reference of the Advertisement and post(s) applied for.
31. Applicants are advised to give phone numbers and e-mail address in their own interest to facilitate prompt communication. If short-listed, all communications regarding interview, Skill/ Trade test, etc. will be made only through e-mail.
32. Applicants willing to apply for more than one post must submit separate online application form, make separate fee payment for each of the posts and send the hard copies of the application form and documents in separate envelopes clearly superscribing on the top the post to which applying for.
33. 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.
34. 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.
35. 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)
36. Legal disputes, if any, with National Institute of Technology Meghalaya will be restricted within the jurisdiction of Shillong, Meghalaya only.

Important DATES:

Opening date of Online portal: 25th April 2023, 10.00 hrs.

Last Date for Submission of online application: 25th May 2023, 18.00 hrs.

Last Date for Receiving hardcopy: 05th June 2023, 17.30 hrs.

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 REGISTRAR
NIT MEGHALAYA
BIJNI COMPLEX
LAITUMKHRAH
SHILLONG – 793003
MEGHALAYA

Sd/-
Registrar