



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली  
NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(A n autonomous Institute under the aegis of Ministry of Education (Shiksha Mantralaya), Govt. of India)

Plot No. FA7, Zone P1, GT Karnal Road, Delhi-110036, INDIA

दूरभाष/Tele: +9111-33861000, 1001, 1005 फैक्स/ Fax: +9111-27787503,

वेबसाइट/Website: [www.nitdelhi.ac.in](http://www.nitdelhi.ac.in)

Advt.No: 03/2024

Dated: 25/01/2024

**Recruitment of Non-Teaching Positions**

Online applications are invited from Indian Nationals for filling up the Non-Teaching Positions. For details of posts and other information like educational qualifications, experience, upper age limit, reservation, norms, mode of recruitment (Direct) and number of post(s) etc., please visit institute website [www.nitdelhi.ac.in](http://www.nitdelhi.ac.in).

Online application process will start from 29<sup>th</sup> January 2024 and submission link will be disabled on 18<sup>th</sup> February 2024 (23:59:59 hrs).

**Registrar**



# राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

## NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)  
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**Dated: 25.01.2024**

### **ADVERTISEMENT NO. 03/2024**

### **RECRUITMENT ADVERTISEMENT FOR NON-TEACHING POSITIONS**

NIT Delhi is one of the 31 NITs established by the Government of India as an Institute of national importance enacted by an Act of Parliament invites online applications from Indian Nationals for recruitment to various Non Teaching Posts under the category mentioned against each as per the details. The Last date for applying online applications shall be 18<sup>th</sup> February 2024 (23:59:59 hrs). The Samarth Portal shall be live for filling up of online application from 29<sup>th</sup> January 2024.

S.No	Name of Post(s)	Pay Level as per 7th CPC revised Pay Scale	Number of Vacancy						Mode of Recruitment
			UR	SC	ST	OBC	EWS	Total	
<b>Group A</b>									
1.	Deputy Registrar (02-UR) Establishment, Store & Purchase And Academics	Pay Level – 12 (78800-209200)	02	-	-	-	-	02	Direct
2.	Assistant Registrar (01-UR) Accounts	Pay Level-10 (56100-177500)	01	-	-	-	-	01	Direct
<b>Group B</b>									
3.	Technical Assistant CSE (01-UR, 01-SC & 01-OBC) CC (01-UR & 01-EWS)	Pay Level – 6 (35400-112400)	06	02	01	04	01	14	Direct

	ECE (01-UR, 01-SC & 01- OBC)								
	EE (01-UR & 01-OBC)								
	ME (01-UR & 01-OBC)								
	Civil (01-UR & 01-ST)								
4.	Library and Information Assistant (01-UR)	Pay Level – 6 (35400- 112400)	01	-	-	-	-	01	Direct
5.	Student Activity and Sports Assistant (01-UR)	Pay Level – 6 (35400- 112400)	01	-	-	-	-	01	Direct
6.	Superintendent (01-UR,01-SC, 01-OBC & 01- EWS) Accounts Store& Purchase and Academics	Pay Level – 6 (35400- 112400)	01	01	-	01	01	04	Direct
<b>Group C</b>									
7.	Senior Technician	Pay Level-4 (25500- 81100)	03	01	-	02	-	06	Direct
	CSE (01-SC)								
	ECE (01-UR)								
	EE (01-UR)								
	ME (01- UR & 01-OBC)								
	Civil (01-OBC)								
8.	Senior Assistant (02-UR)	Pay Level-4 (25500- 81100)	02	-	-	-	-	02	Direct
9.	Technician	Pay Level-3 (21700- 69100)	02	-	-	-	01	03	Direct
	CSE(01-UR)								
	ECE(01-EWS)								
	ME (01-UR)								

10.	Junior Assistant (01-EWS)	Pay Level-3 (21700- 69100)	-	-	-	-	01	01	Direct
11.	Lab Attendant (03-UR)	Pay Level-1 (18000- 56900)	03	-	-	-	-	03	Direct
12.	Office Attendant (02- UR, 01-OBC, 01-EWS)	Pay Level-1 (18000- 56900)	02	-	-	01	01	04	Direct
<b>Total</b>			<b>24</b>	<b>04</b>	<b>01</b>	<b>08</b>	<b>05</b>	<b>42</b>	

- (a) The above posts and their nomenclature shall be abided by the revised Recruitment Rules issued by Ministry of Education (Shiksha Mantralaya) vide Letter No. F.35-5/2018-TS.III dated 04.04.2019.
- (b) Reservation Roster is applicable as per the instructions issued by the Government of India.
- (c) For the educational qualification(s), the mode of appointments, experience, age limit and other required information, please refer to the Recruitment Rules vide Letter No. F.35-5/2018-TS.III dated 04.04.2019.
- (d) Age relaxation shall be applicable as per norms of Govt. of India.

**EDUCATIONAL QUALIFICATION AND EXPERIENCE FOR ABOVE ADVERTISED POST(S)**

<b>Group A</b>		
1	<b>Deputy Registrar-02 Nos. (02-UR) Pay Level – 12 (78800-209200)</b>	Direct
	<b>Age Limit for direct recruits</b>	Not exceeding 50 years
	<b>Educational and other Qualifications required for Direct Recruits</b>	<p><u>Essential:</u></p> <p><u>Educational Qualification</u></p> <p>Master's degree in any discipline with at least 55% marks or its equivalent Grade in the CGPA/UGC point scale with good academic record from a recognized University/Institute.</p> <p><u>Experience</u></p> <p>i) 9 years experience of Assistant Professor in the AGP of Rs. 6000/- and above with 3 years of experience in educational administration, or</p> <p>ii) Comparable experience in research establishment and/or other institutions of higher education, or</p> <p>iii) 5 years of administrative experience as Assistant Registrar in the Grade Pay of Rs. 5400/- or equivalent post.</p> <p><u>Desirable:</u></p> <p>i) Qualification in area of Management/Engineering/Law.</p> <p>ii) Experience of Working in E-office System</p> <p>iii) A Chartered or Cost Accountant degree or diploma for the Post of Deputy Registrar (Finance &amp; Accounts) or Deputy Registrar (Internal Audit)</p>
2	<b>Assistant Registrar-01 Nos. (01-UR) Pay Level – 10 (56100-177500)</b>	Direct
	<b>Age Limit for direct recruits</b>	Not exceeding 35 years Note:-Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<p><u>Essential:</u></p> <p><u>Educational Qualification &amp; Experience:</u></p> <p>Master's degree in any discipline with at least 55% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University / Institute.</p>

		<p>Or Employees serving as Superintendent (SG-I) / Private Secretary (NFG) in PB-2, GP of Rs.5400/- with at least two years regular service or Superintendent (SG-II) / Private Secretary (NFG) in PB-2 GP of Rs.4800/- with at least five years regular service with Master's degree.</p> <p>Desirable: i) Qualification in area of Management / Engineering / Law. ii) Experience of working in E-Office system. iii) A Chartered or Cost Accountant for the post of Assistant Registrar (Finance &amp; Accounts).</p>
<b>Group B</b>		
3	<p><b>Technical Assistant-14 Nos.</b> <b>CSE (01-UR, 01-SC &amp; 01-OBC),</b> <b>CC (01-UR &amp; 01-EWS),</b> <b>ECE (01-UR, 01-SC, &amp;01-OBC),</b> <b>EE (01-UR&amp; 01-OBC),</b> <b>ME (01-UR &amp; 01-OBC),</b> <b>Civil (01- UR &amp; 01-ST)</b> <b>Pay Level-6 (35400-112400)</b></p>	Direct
	<b>Age Limit for direct recruits</b>	30 years. Note:-Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<p><u>Essential:</u> First Class or equivalent Grade in B.E/B.Tech/MCA in relevant subject from a recognized University/Institute. Or First Class Diploma in Engineering in relevant field with excellent academic record. Or First Class Bachelor's Degree in Science From a recognized University or Institute. Or Master's Degree in Science from a recognized University or Institute with at least 50% marks or equivalent.</p>
	<b>Relevant Discipline/ Field</b>	<p><b>CSE:</b> Computer Science/ Computer Science &amp; Engineering/ Information Technology <b>Computer Centre (CC):</b> Computer Science/ Computer Science &amp; Engineering/ Information Technology <b>ECE:</b> Electronics &amp; Communication Engineering <b>EE:</b> Electrical Engineering <b>ME:</b> Mechanical Engineering <b>Civil:</b> Civil Engineering</p>
4	<b>Library and Information Assistant: 01 Nos.</b>	Direct

	<b>(01-UR) Pay Level-6 (35400-112400)</b>	
	<b>Age Limit for direct recruits</b>	30 years.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Essential:</u>  First Class Bachelors Degree in Science/Arts/Commerce from recognized University/Institute and Bachelor's Degree in Library and Information Science.  <u>Desirable:</u> Post Graduate Diploma in Library and Automation and Networking, PGDCA or equivalent from a recognized Institution.
5	<b>Student Activity and Sports Assistant: 01 Nos. (01-UR) Pay Level-6 (35400-112400)</b>	Direct
	<b>Age Limit for direct recruits</b>	30 years.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Essential:</u>  i) First Class Bachelors Degree in Physical Education from recognized University or Institute. ii) Strong record of participation in sports and drama/music/films/painting/photography/journalism event management or other student event management activities during college/University studies.
6	<b>Superintendent-04 Nos. (01-UR, 01-SC, 01-OBC &amp; 01-EWS) Pay Level-6 (35400-112400)</b>	Direct
	<b>Age Limit for direct recruits</b>	30 years. Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Essential</u> i) First Class Bachelor's Degree or its equivalent from a recognized University or Institute in any discipline. Or Master's Degree in any discipline from a recognized University or Institute with at least 50% marks or equivalent grade. ii) Knowledge of Computer applications viz., Word Processing, Spread Sheet.
<b>Group C</b>		
7	<b>Senior Technician: 06 Nos. CSE(01-SC), ECE (01-UR),</b>	Direct

	<b>EE (01- UR), ME (01- UR &amp; 01-OBC), Civil(01-OBC) Pay Level 4 (25500-81100)</b>	
	<b>Age Limit for direct recruits</b>	Not exceeding 33 years Note:- Relaxable for Departmental Candidates up to 5 years in accordance with the instructions or orders issued by the Central Government.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Essential:</u> Senior Secondary (10+2) with Science from a recognized Board with at least 60% marks Or Senior Secondary (10+2) from a 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 recognized polytechnic/Institute  <u>Desirable:</u> Bachelor's Degree
	<b>Relevant Discipline/ Field</b>	<b>CSE:</b> Computer Science/ Computer Science & Engineering/ Information Technology <b>ECE:</b> Electronics & Communication Engineering <b>EE:</b> Electrical Engineering <b>ME:</b> Mechanical Engineering <b>Civil:</b> Civil Engineering
8	<b>Senior Assistant: 02 Nos. (02-UR) Pay Level 4 (25500-81100)</b>	Direct
	<b>Age Limit for direct recruits</b>	Not exceeding 33 years Note:- Relaxable for Departmental Candidates up to 5 years in accordance with the instructions or orders issued by the Central Government.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Essential</u> 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.  <u>Desirable:</u> Proficiency in other computer skills, stenography skills, Bachelor's Degree.
9	<b>Technician: 03 Nos. CSE (01-UR), ECE (01-EWS), ME(01-UR) Pay Level-3 (21700-69100)</b>	Direct
	<b>Age Limit for direct recruits</b>	27 Years Note: Relaxable for Departmental Candidates up to



		5 years in accordance with the instructions or orders issued by the Central Government.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Essential</u> Senior Secondary (10+2) with Science from a recognized Board with at least 60% marks Or Senior Secondary (10+2) from a 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 recognized polytechnic/Institute.
	<b>Relevant Discipline/ Field</b>	<b>CSE:</b> Computer Science/ Computer Science & Engineering/ Information Technology <b>ECE:</b> Electronics & Communication Engineering <b>ME:</b> Mechanical Engineering
10	<b>Junior Assistant: 01 Nos. (01-EWS) Pay Level – 3 (21700-69100)</b>	Direct
	<b>Age Limit for direct recruits</b>	27 Years Note: Relaxable for Departmental Candidates up to 5 years in accordance with the instructions or orders issued by the Central Government.
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Educational Qualification</u> <u>Essential</u> 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.  <b>Desirable:</b> Proficiency in other computer skills, stenography skills.
11	<b>Lab Attendant: 03 Nos. (03-UR) Pay Level – 1 (18000-56900)</b>	Direct
	<b>Age Limit for direct recruits</b>	Not exceeding 27 years
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Essential</u> <b>Lab Attendant</b> Senior Secondary (10+2) in Science from a recognized board.
12	<b>Office Attendant: 04 Nos. (02-UR, 01-OBC&amp; 01-EWS) Pay Level – 1 (18000-56900)</b>	Direct
	<b>Age Limit for direct recruits</b>	Not exceeding 27 years
	<b>Educational and other Qualifications required for Direct Recruits</b>	<u>Essential</u> <b>Office Attendant</b> Senior Secondary (10+2) from a recognized board.

## GENERAL CONDITIONS AND INSTRUCTIONS

1. Applicants willing to apply for the advertised posts may apply online through Samarth Portal available at Institute's website [www.nitdelhi.ac.in](http://www.nitdelhi.ac.in). Applicants willing to apply for more than one post shall apply and submit application separately for each post. **Applications through any other mode, except online, will not be accepted.**
2. The age limit and qualifications/experience etc. for all the posts shall be determined as on the last date of submission of online application.
3. The applicants are advised to thoroughly verify and check the information filled in the application form before submitting the online application.
4. Application fee of ₹1000/- for UR / OBC / EWS candidates and ₹500/- for SC / ST candidates is applicable. There shall be no fee for PwD/ Women Candidates. The application fee shall be non-refundable in all cases.
5. Mere possession of the prescribed qualifications and experience would not entitle a candidate to be called for the written test/interview or further selection process.
6. The Institute may decide to fix the higher criteria (which may include higher qualifications, higher percentage of marks in educational qualifications, experience and other such parameters) for screening and short listing the applications of applicants to be called for Written Test(s)/Skill Proficiency Test/ interview (wherever applicable).
7. Only short-listed applicants will be called for written test/proficiency test/interview (wherever applicable).
8. The relevant qualifications and experience are as per the Recruitment Rules for the Non- Teaching positions prescribed by the Ministry of Education (Shiksha Mantralaya), Govt. of India, New Delhi with Reference to F.35-5/2018-TS.III dated 04.04.2019.
9. The Institute reserves the right not to fill any post(s) as advertised, if the circumstances so warrant.
10. The Institute also reserves the right to increase or decrease the number of vacancies at its own discretion at the time of selection/recruitment. Reservation policy as per norms of Govt. of India will be followed.
11. Applicants are advised to fill the online application form completely and carefully. No appeal will be considered to correct the information given in application form, once the online application is submitted. The applications received from the applicants, who do not meet the stipulated eligibility criteria given in the advertised and /or are incomplete in any respect shall summarily be rejected.
12. Applicants shall upload photograph, signature, self-attested copies of essential qualification(s), experience(s), Date of Birth (Class X<sup>th</sup> Pass Certificate), Caste Certificate-SC/ST/OBC/EWSs, PwD Certificate issued by the Competent Authority.
13. The Institute reserves the right:
  - i. Not to fill up any of the advertised position(s),
  - ii. To modify/withdraw/cancel any communication made to the candidate(s) at any stage of recruitment process.
  - iii. May cancel the recruitment process.
14. In the process of selection, in case any inadvertent mistake/typographical error are detected even

after issue of appointment letter, the Institute reserves the right to correct /alter/withdraw the same.

15. The applicant will be responsible for the authenticity of submitted information, other documents and photograph. Furnishing of any false information and/or suppression / concealment of facts shall lead to rejection/cancellation of selection/appointment.
16. Applicants are required to visit the Institute website regularly for schedule of Written Test/Interview; as any subsequent corrigendum/addendum etc. shall be published on the Institute website only. Institute will not be responsible in any manner, if a candidate fails to visit the website in time.
17. Age relaxation will be given to SC/ST/OBC/PwD/Ex-Serviceman applicants as per norms of Government of India.
18. Category Certificate (For SC/ST/OBC/EWS/PwD Applicants only) if not uploaded, application will not be considered.
19. If the certificates supporting the eligibility criteria for the respective posts are not uploaded at the time of submission of online application, the application shall be summarily rejected and no appeal against rejection will be entertained by the Institute.
20. The Reservation to OBC/EWS applicants shall be applicable as per directives of the Government of India amended from time to time. Applicants shall upload OBC/EWS caste certificate issued from a competent authority particularly with reference to Non-Creamy layer on or after 1<sup>st</sup> April 2023. The applicants who are not in the Central List of OBC shall not apply for the post(s) reserved for OBC and if at any stage, it is found that the OBC certificate is not valid, the candidature of the applicant shall be terminated with immediate effect.
21. The applicants belonging to SC/ST categories shall upload their caste certificate in the prescribed format issued by the competent authority of State Govt./Central Govt.
22. Any application without self attested copy of required certificates/testimonials and without self attested copy of SC/ST/OBC and PwD certificate issued by the competent authority is liable to be rejected.
23. The eligibility of the applicants will be determined on the basis of qualifications, experiences, etc. acquired by them up to the last date fixed for receipt of online applications i.e. 18<sup>th</sup> February 2024.
24. The Candidates should possess the Working knowledge of computer applications and must have good communication skills for the above all advertised post (s).
25. Applicants are advised to mention their correct and active e-mail address in the application, as all the correspondence like issuance of call letter or any other information will be communicated through email only.
26. No TA/DA or local conveyance shall be paid to the applicants called for written test/Interview.
27. Applicants serving in the Govt. Department/Organizations/Universities/Public Sector Undertakings etc. are required to apply through proper channel and upload the NOC while applying for the post through online portal or produce NO OBJECTION CERTIFICATE (in original) from the present employer at the time of written test/interview.
28. Any Vigilance/Disciplinary cases/Criminal Cases should not be pending/ contemplated against the candidates working in any Government Organization. In such cases, application shall not be considered.
29. Candidate should not have been convicted by any Court of Law.
30. All original documents will have to be produced at the time of document verification.
31. No interim correspondence or personal enquiries shall be entertained by the Institute.

32. In case of any dispute, the legal jurisdiction will be at District Court, Rohini, and Delhi.
33. The last date of receipt of online application shall be 18<sup>th</sup> February 2024 (23:59:59 hrs).
34. The Institute reserves to right to modify/defer or cancel full/part of the advertisement/ recruitment at any stage of processing without assigning any reasons.
35. Applicants should take print out of online filled application form for future reference. The same shall be required to present along with all relevant documents at the time of document verification, if shortlisted. The hard copy of the application form is not required to be sent to the Institute.

**Important Dates:**

Date of publication of Advertisement on Institute website: 25<sup>th</sup> January 2024

Opening date of online submission of application: 29<sup>th</sup> January 2024

Closing date of online submission of application form: 18<sup>th</sup> February 2024 upto 23:59:59 hrs.

Any difficulties relating to submission of online application may be sent to [nfp2024@nitdelhi.ac.in](mailto:nfp2024@nitdelhi.ac.in).

Sd/-  
Registrar