भारतीय सांकेतिक विज्ञान संस्था हैदराबाद
भारतीय प्रौद्योगिकी संस्थान हैदराबाद
Indian Institute of Technology Hyderabad

Notification No. IITH/2024/NF/16   **Date: 19.10.2024**

RECRUITMENT NOTIFICATION FOR NON-TEACHING POSITIONS

The Indian Institute of Technology Hyderabad is an Institute of National Importance established by an Act of Parliament under the aegis of the Government of India, Ministry of Education, Department of Higher Education, New Delhi. The Institute invites ONLINE Applications from eligible Indian Nationals to fill up the following vacant regular posts through Direct Recruitment.

Post No.	Name of the Post		Pay Level (As per 7th CPC)	Upper age limit (Years)	Backlog Vacancies			Current Vacancies					Total Vacancies
					SC	ST	OBC	SC	ST	OBC	EWS	UR	
GROUP 'A' NON-TEACHING POSITIONS													
16.1	Superintending Engineer		PL-13	50 years	-	-	-	-	-	-	-	01	**01#**
16.2	Public Relations Officer		PL-10	45 years	-	-	-	-	-	-	-	01	**01**
GROUP 'B' NON-TEACHING POSITIONS													
16.3	Technical Superintendent - Computer Science and Engineering		PL-08	40 years	-	-	-	-	-	-	-	01	**01**
16.4	Junior Psychological Counsellor (Male)		PL-08	40 years	-	-	01	-	-	-	-	-	**01**
16.5	Executive Assistant		PL-06	35 years	-	-	-	01*	-	02*	-	-	**03**
16.6	Physiotherapist (Male)		PL-06	35 years	-	-	-	-	-	-	-	01	**01**
16.7	Staff Nurse		PL-06	35 years	-	-	01	-	-	-	-	04	**05**
16.8	Junior Technical Superintendent -Computer Science and Engineering		PL-06	35 years	-	-	-	-	-	-	-	01	**01**
16.9	Junior Engineer (Electrical)		PL-06	35 years	-	-	-	-	-	01	01*	-	**02**
GROUP 'C' NON-TEACHING POSITIONS													
16.10	Accountant		PL-04	35 years	-	-	-	-	-	-	-	02	**02**
16.11	**Junior Technician**												
	16.11.1	Artificial Intelligence	PL-03	35 years	-	-	-	-	-	-	-	01	**01**
	16.11.2	Biotechnology	PL-03	35 years	-	-	-	-	-	-	-	01	**01**
	16.11.3	Central Workshop	PL-03	35 years	-	-	-	-	-	02*	-	-	**02***
	16.11.4	Chemistry	PL-03	35 years	-	-	-	-	01	-	-	-	**01**
	16.11.5	Chemical Engineering	PL-03	35 years	-	-	-	-	-	01	-	01*	**02***
	16.11.6	Computer Centre	PL-03	35 years	-	-	-	-	-	01	-	01	**02**
	16.11.7	Draughtsman-CMD	PL-03	35 years	-	-	01	-	-	-	-	-	**01**
	16.11.8	Electrical Engineering	PL-03	35 years	-	01	-	-	-	-	-	-	**01**
	16.11.9	Mathematics	PL-03	35 years	-	-	01	-	-	-	-	-	**01**
	16.11.10	Mechanical and Aerospace Engineering	PL-03	35 years	-	-	-	01*	-	-	-	-	**01***
Total					-	01	04	02	01	07	01	15	**31**

Anticipated vacancies   #vacancy will be available from 01.04.2025

Abbreviations:

SC: Scheduled Caste	**ST:** Scheduled Tribe	**OBC:** Other Backward Classes	**EWS:** Economically Weaker Sections	**UR:** Unreserved

2. The commencement date and the last date for submission of online applications are as under:

Commencement of Online Application	23rd October 2024, 09:00 AM IST
Last date for submission of Online Application	10th December 2024, 5:00 PM IST

3. Horizontal Reservation (wherever applicable under rules):

3.1 Preference will be given for Ex-Servicemen to the extent of 10% (in Group C posts) and PWD persons to the extent of 4% and the persons selected shall have to be placed in the appropriate category by making necessary adjustments. In respect of Physically Handicapped persons, the reservation shall be available only for services, posts, and type of disability identified for the purpose by the competent authority.

3.2 Reservation for 'Persons with Disabilities' with a minimum 40% disability: Preference will be given to 'Persons with Disabilities' (PWD) with a minimum 40% disability, even where the reservation is not marked and suitable PWD candidates are available provided they meeting the following functional requirements:

Post No.	Name of the post	Categories of Disabled suitable for jobs	Physical requirements	Posts Identified for the following Disabilities
16.1	Superintending Engineer	OL, HH	BN, C, CL, MF, H, KC, L, PP, RW, S, SE, ST, W.	OH, HH.
16.2	Public Relation Officer	OL, HH	BN, C, CL, MF, H, KC, L, PP, RW, S, SE, ST, W.	OH, HH.
16.3	Technical Superintendent	OA, OL	BN, CL, CRL, MF, H, KC, L, PP, S, SE, ST, W.	OH.
16.4	Junior Psychological Counsellor (Male)	OA, OL, BL	MF, H, S, SE	OH
16.5	Executive Assistant	OL,OA,BL,HH,B,LV,OLA,BLOA	MF,H,L,S,SE,ST,W	OH,VH,HH
16.6	Physiotherapist (Male)	OL,BL,B,LV,HH	S,ST,W,BN,MF,R,W,SE,H,C	OH,HH
16.7	Staff Nurse	OL	BN,H,MF,SE,C,PP,ST,RW,W,L,S	OH
16.8	Junior Technical Superintendent	OA, OL	BN, CL, CRL, MF, H, KC, L, PP, S, SE, ST, W.	OH.
16.9	Junior Engineer (Electrical)	OL, HH	BN, CL, MF, KC, L, PP,RW, S, SE, ST, W	OH, HH
16.10	Accountant	OL,OA,OAL,BL,HH	MF,H,L,S,SE,ST,W	OH,HH
16.11	Junior Technician	OA, OL, BL, HH	BN, MF, H, KC, L, PP, S, SE, ST, W.	OH, HH.

Abbreviations:

OL – one leg.	BL – both legs.	OA – one arm.	BLOA – Both legs and one arm.
OAL – one arm and one leg.	B – Blind.	LV – low vision.	HH – hearing impaired.
BN – Bending.	H – Hearing.	MF – Manipulating with fingers.	SE – Seeing.
C – Communication.	JU – Jumping.	PP – Pulling and pushing.	ST – Standing.
CL – Climbing.	KC – Kneeling and crouching.	RW – Reading and Writing.	W – Walking.
CRL – Crawling.	L – Lifting.	S – Sitting.	-

4. Relaxation in upper age limit: As per Govt. of India norms.

Category	Age Relaxation
SC/ST	5 years against reserved posts only.
OBC-NCL	3 years against reserved posts only.
PWD with a minimum 40% disability	15 years for SC/ST, 13 years for OBC-NCL, and 10 years for others against all the posts identified suitable for the relevant category of disability; subject to a maximum age not exceeding 56 years on the last date for receipt of applications.
Ex-servicemen	As per Government of India norms.
Employees of IIT Hyderabad	As per the Institute's norms, no age limit for regular internal candidates applying for the direct recruitment posts.

Note: Relaxation in age to the SC/ST/OBC candidates in respect of only those vacancies which are reserved for them.

5. The following are the essential and desirable qualifications for the posts notified under Para No.1:

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
16.1	**Superintending Engineer** 1 Post (UR)	**Essential:** Bachelor's degree in Civil Engineering with a good academic record throughout with 13 years of relevant experience out of which at least 4 years of regular service as Executive Engineer level (Pay Level -11) (OR) First class Master's degree in Civil Engineering with 8 years relevant experience out of which at least 4 years must be at the Executive Engineer level (Pay Level -11). **Desirable:** Experience in design and estimation of civil engineering works, supervision of construction of multistoried buildings, maintenance of building roads and other services like sewage disposal, water supply, and sewage treatment plant in State/Central/ Educational Institutions/Reputed organizations and exposure to the maintenance of electrical & air conditioning.
16.2	**Public Relations Officer** 1 Post (UR)	**Essential:** First class Post-graduate degree in Mass Communication/ Journalism/ Management or equivalent. Minimum 5 Years experience in the fields of Administration/ Public Relations activities of an organization including conducting meetings/programs, issuing press releases, and handling hospitality needs. **Desirable:** Knowledge of Government rules and experience of working at the supervisory level in Government funded academic institutions like IITs, IISc, IISERs, NITs etc. or in a reputed private organization. Candidates should have desirable leadership qualities and requisite experience in the following areas: (i) Media Management (Including Social & Digital Media) (ii) Content Writing (Media Releases, Annual Reports, Brochure, and Other Institutional Reports) (iii) Institutional Ranking (NIRF and/or others.) (iv) Video Making and Interviews

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
		(v) Internal Communications (vi) Brand Building (vii) Database Management
16.3	**Technical Superintendent -** Computer Science and Engineering 1 Post (UR)	**Essential:** (i) First Class BTech/BE/MCA/MSc in Computer Science/ IT/Electronics (ii) 3 years of hands-on experience as a DevOps engineer in cloud/system administration, system architecture, engineering, infrastructure management or DevOps toolchains. (iii) Candidates must submit an experience letter from their employer verifying their job title, years of service along their roles and responsibilities. **Desirable:** (i) Certifications in Linux/Unix System Administration/ Architecture from LPI/Red Hat/Oracle/AWS. (ii) Experience with cloud and workload management platforms like OpenStack, Docker, Kubernetes, SLURM and virtualization technologies (e.g., KVM) (iii) Familiarity with Infrastructure as Code (IaC) tools such as Terraform, Ansible, Puppet, or Chef. (iv) Strong Scripting skills in Bash shell/Python and automation frameworks.. (v) Understanding of storage technologies such as SAN, NAS, object storage, and distributed file systems like Ceph or GlusterFS. (vi) Experience with monitoring and logging tools (e.g., Prometheus, Grafana, Nagios) and central logging systems (e.g., ELK Stack) (vii) Knowledge of networking concepts and technologies (e.g., SDN, VPN, load balancing). (viii) Experience with security best practices and tools for cloud and on-premises environments (e.g., Valut, IAM policies) (ix) Strong written and oral communication skills, with the ability to collaborate with multidisciplinary teams and communicate technical concepts to non-technical stakeholders
16.4	**Junior Psychological Counsellor (Male)** 1 Post (OBC)	**Essential:** (i) Masters degree in Clinical Psychology /Counselling Psychology with a percentage of minimum 60%. (ii) 02 years' relevant experience in counselling late adolescents and adults in an Academic Institution/ hospital setting or any other mental health clinic. (iii) Additional Qualification: Administrative experience in establishing, and managing Counselling services, document keeping, & MS Office. (iv) The candidate should have excellent communication skills. **Desirable:** (i) An experience in counselling students in Academic institutions full-time or part-time. (ii) Have been conducting workshops/knowledge-based sessions.

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
		Note: (i) Relevant experience is defined as psychological counselling experience in a mental health clinic or Educational Institution wherein individual counselling, as well as group counselling, has been provided for adolescents. (ii) The appointee may be required to stay on campus as per the requirement of the Institute.
16.5	**Executive Assistant** 3 Posts (2-OBC, 1-SC)	**Essential:** (i) Bachelor's Degree or equivalent in any discipline from a recognized University with at least 55% of marks or equivalent grade/CGPA. (OR) Master's Degree or equivalent in any discipline from a recognized University with at least 55% of marks or equivalent grade/CGPA. (ii) At least 5 years of experience in the field of Administration/ Academic/ Stores & Purchase/ HR/ Establishment/ Finance & Accounts/ R&D/ Hostels/ legal services/ Student activities/ Material Management in any Central/State government organizations/ Central PSU/ State PSU/Central or State Govt. undertakings/Central Govt. Autonomous Bodies/Institutions/ Private firms of National and International repute.
16.6	**Physiotherapist (Male)** 1 Post (UR)	**Essential:** (i) Bachelor's Degree in physical therapy with first class or equivalent grade/CGPA and with at least five years of relevant experience. (OR) Master's Degree in physical therapy with first class or equivalent grade/CGPA together with Bachelor's Degree in physical therapy with first class or equivalent grade/CGPA and with at least three years of experience of relevant experience. (ii) Must have a valid registration with IAP (Indian Association of Physiotherapists) as MIAP (member of IAP) prior to applying for this post. **Note:** **Instructions to fill up details of 'valid membership to the Indian Association of Physiotherapist' in online application**: While filling online application, the certificates mentioned under para no. (ii) of essential qualifications may be filled under academic qualifications. 'From' and 'To' dates shall be mentioned as 'NA'.

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
16.7	**Staff Nurse** 5 Posts (4-UR, 1-OBC)	**Essential:** (i) BSc Nursing Degree (4 years course) with a minimum of 3 years of work experience as a Staff Nurse in a recognized hospital. (OR) Diploma in General Nursing and Midwifery (GNM, 3 yrs course) with a minimum of 5 years of work experience as a Staff Nurse in a recognized hospital. (ii) The relevant experience in a hospital recognized by the Central or State Nursing Council/ Govt./Semi Govt./ Central autonomous bodies/ Corporate reputed Multi-specialty hospitals. (iii) Registration with the Nursing Council. (iv) Candidates should possess a minimum 55% aggregate in the BSc/GNM exam (overall). **Desirable**: (i) Work experience in the Casualty, ICU in a Reputed Multispeciality Hospital of Govt./ Semi Govt./ Central autonomous bodies/ corporate hospitals. (ii) Nurses with pediatric and neonatal ward experiences like being trained in the administration of vaccination, primary newborn care, worked in PICU/ NICU. (iii) ACLS/BLS training (American Heart Association). **Note:** (i) **Instructions to fill up details of 'valid registration with Nursing Council' in the online application**: While filling online application, the certificates mentioned under para no. (iii) of essential qualifications may be filled under academic qualifications. 'From' and 'To' dates shall be mentioned as 'NA'. (ii) The appointee in the post is expected to perform duties in all shifts by rotation (Morning/afternoon/evening/nights), during weekdays/weekends/holidays as per the Institute's hospital timings and needs..
16.8	**Junior Technical Superintendent** – Computer Science and Engineering 1 Post (UR)	**Essential:** (i) First Class BTech/BE/MCA/MSc in Computer Science/ IT/ Electronics (ii) 1 year of hands-on experience as **DevOps engineer** in cloud/system administration, system architecture, engineering, infrastructure management or DevOps toolchains.

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
		(iii) Candidates must submit an experience letter from their employer verifying their job title, years of service along with their roles and responsibilities. **Desirable:** (i) Certifications in Linux/Unix System Administration/ Architecture from LPI/Red Hat/Oracle/AWS. (ii) Experience with cloud and workload management platforms like OpenStack, Docker, Kubernetes, SLURM and virtualization technologies (e.g., KVM) (iii) Familiarity with Infrastructure as Code (IaC) tools such as Terraform, Ansible, Puppet, or Chef. (iv) Strong Scripting skills in Bash shell/Python and automation frameworks. (v) Understanding of storage technologies such as SAN, NAS, object storage, and distributed file systems like Ceph or GlusterFS. (vi) Experience with monitoring and logging tools (e.g., Prometheus, Grafana, Nagios) and central logging systems (e.g., ELK Stack) (vii) Knowledge of networking concepts and technologies (e.g., SDN, VPN, load balancing). (viii) Experience with security best practices and tools for cloud and on-premises environments (e.g., Valut, IAM policies) (ix) Strong written and oral communication skills , with the ability to collaborate with multidisciplinary teams and communicate technical concepts to non-technical stakeholders.
16.9	**Junior Engineer (Electrical)** 2 Posts(1-OBC, 1-EWS)	**Essential:** (i) First class BE/B.Tech in Electrical Engineering/ Electrical and Electronics Engineering/ Electronics and Communication Engineering from a recognized University/Institution. (ii) With at least 03 years of relevant experience. The experience shall be in any Central/State government organizations/ Central PSU/ State PSU/Central PWD/State PWD/ State/Central Engineering departments/Central or State Govt. undertakings/Central Govt. Autonomous Bodies/Institutions/ Private firms of National and International repute. **Desirable:** Knowledge of drafting software like Auto CAD, and latest Construction Management or other relevant software. Should have computer literacy and experience of working with computer office applications
16.10	**Accountant** 2 Posts (2-UR)	**Essential**: (i) B. Com or equivalent with 55% marks or its equivalent grade/CGPA. OR M. Com or equivalent with 55% marks or its equivalent grade/CGPA. (ii) Minimum 3 years of relevant experience. (iii) Knowledge of accounting software.

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
		Desirable: Possessing qualification of Inter CA/ ICWA.
16.11.1	**Junior Technician-**Artificial Intelligence 1 Post (UR)	**Essential:** (i) BE/BTech in CSE/EE/ECE/IT, with First Class or equivalent grade/CGPA. (ii) Minimum 2 years' experience in the area of server management. **Desirable:** (i) Hands-on experience in linux system administration and ability to troubleshoot the issues. Good knowledge in networking, high performance computing (HPC) and other lab/data centre activities. (ii) Hands-on experience in Linux system administration, HPC cluster management, SLURM/any other workload management systems, Job scheduling, Storage management and knowledge in SAN, NAS storage systems,Network file system, Networking and security management of switches, Shell scripting, Open source software installations, ability to troubleshoot the issues and other data centre activities. Good knowledge in power, UPSs, air conditioning, and other facilities in the data centres. (iii) Strong written and oral communication skills. (iv) Ability to work independently.
16.11.2	**Junior Technician-** Biotechnology 1 Post (UR)	**Essential:** (i) Bachelor's Degree (BCA/BSc/BTech) in Bioinformatics, Computer Science, or Computational Biology with >60% (or CGPA 6). (OR) Bachelor's Degree (BCA/BSc/BTech) in Life Science related areas with >60% (or CGPA 6) + 1-year-Diploma/2-year-Master's degree in Bioinformatics, Computer Science, or Computational Biology with >60% (or CGPA 6). (ii) Proficient in Operating system (Linux/Windows) installation with the ability to install software packages, troubleshoot, and handle minor hardware issues. **Desirable:** (i) Knowledge of computer programming languages (Linux/Python/PERL/R). (ii) Experience in conducting practical classes for Bioinformatics or Computer Science. (iii) Hands-on experience in omics or biological data analysis. (iv) Good communication skills in English (v) Teamwork capabilities.

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
16.11.3.1	**Junior Technician –** Central Workshop (CNC programming and Operation) 1 Post (OBC)	**Essential**: First class Diploma in Mechanical/Production /Mechatronics/Instrumentation with at least three years of experience in operating CNC machines, like three axis and five axis machining centers, turning centers etc. (OR) First class ITI in Machinist/ Turner/ Fitter/ Tool & die design/ Electronics/Mechatronics with at least six years of experience in operating CNC machines like three axis and five axis machining centers, turning centers etc. **Desirable:** Knowledge of CAD, equipment purchase and installation, equipment maintenance, instrumentation, data acquisition and computer operation.
16.11.3.2	**Junior Technician –** Central Workshop 1 Post (OBC)	**Essential**: First Class Diploma in Mechanical/ Manufacturing / Production / Mechatronics specializations, with at least 3 years of relevant experience in operation of Lathe & milling machines, manual / CNC; (OR) First Class ITI in Turning/Machining/Welding/Fitting with at least 6 years of relevant experience in operation of Lathe, milling and advanced welding machines, manual/CNC **Desirable:** (i) Good English communication skills. (ii) Experience in operation of wire EDM, Automated robotic welding, Fiber laser cutting and welding machine. (iii) CAD/CAM and tool room operations (iv) Pneumatic and sensors, Mechanical testing & characterization. (v) Fabrication of test rigs, Electrical/Mechanical maintenance of workshop machines.
16.11.4	**Junior Technician**-Chemistry 1 Post (ST)	**Essential:** First Class BSc in Chemistry with at least 2 years of experience, particularly, in a chemistry lab/ industry/ lab demonstrator in College/ University/ Institute/ Laboratory etc.
16.11.5	**Junior Technician**-Chemical Engineering 2 Posts (1-OBC, 1-UR)	**Essential:** First Class BE/BTech in Chemical Engineering OR First Class Diploma in Chemical Engineering with at least 2 years of experience in relevant areas.
16.11.6.1	**Junior Technician –** Computer Centre (Networking) 1 Post (UR)	**Essential:** First Class BTech/BE/MCA/MSc in Computer Science/IT/Computer Applications/Electronics/AI, with at least 1 year of hands-on experience in network/system administration. (OR) First Class Diploma in Computer Science/IT/Computer Applications/Electronics/AI or DCA/PGDCA with at least 3 years of experience.

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
		Desirable: CCNA/CCDA/CCNP/CCIE/CCDE/CCAr certification from Cisco, Microsoft, Redhat or equivalent.
16.11.6.2	**Junior Technician –** Computer Centre (IT Support) 1 Post (OBC)	**Essential:** First Class BTech/BE/MCA/MSc/BSc in Computer Science/IT/Computer Applications/Electronics/AI, with at least 1 year of hands-on experience in networking/system administration & audio-video/IT support. (OR) First Class Diploma in Computer Science/IT/Computer Applications/Electronics/AI or DCA/PGDCA with at least 3 years of hands-on experience in networking/system administration & audio-video/IT support. **Desirable:** CCNA/CCDA/CCNP/CCIE/CCDE/CCAr certification from Cisco, Microsoft, Redhat or equivalent. **Note:** **Work Description:** (i) Technical support in networking/system and hardware and software-related issues such as OS installation, printer drivers, networking support, etc. (ii) Setting up and operating audio-visual equipment such as projectors, video walls, audio mixers, and microphones.
16.11.7	**Junior Technician –** Construction and Maintenance Division (Draughtsman- Civil) 1 Post (OBC)	**Essential:** (i) SSLC/SSC/Matriculation and Possessing two years National Trade Certificate for Draughtsman (Civil) from a recognised Institute (ITI/ NTC/NAC -NCVT certificate in Draughtsman Civil trade). (ii) Five years experience in any architectural/design office/construction offices in preparation of architectural drawings, structural drawings, shop drawings, etc., using AutoCAD software. (OR) (i) Three year diploma in Civil Engineering from a recognised polytechnic /institute. (ii) Certificate in AutoCAD of minimum three months duration from a recognized institute. (iii) Five years experience in any architectural/design office/construction offices in preparation of architectural drawings, structural drawings, shop drawings, etc., using AutoCAD software.
16.11.8	**Junior Technician –** Electrical Engineering (Microelectronics & VLSI) 1 post (ST)	**Essential:** First Class BTech in Electrical/Mechanical Engineering from a recognised University/Institution with at least six years of practical experience in laboratory/facility management and HVAC systems. Experience in procurement processes and maintenance of high-end industrial facilities is essential. **Desirable:** (i) Strong aptitude for teamwork.

Post No.	Name of the Post, Specialization and No. of Posts	Essential and desirable qualifications for the posts
		(ii) Efficient in planning and organization. (iii) Communication and service-oriented attitude. (iv) Adaptability, autonomous with a proactive attitude. (v) Skilled in analytical thinking and problem-solving aptitude (vi) Experience with minor electrical repairs will be an advantage.
16.11.9	**Junior Technician –** Mathematics 1 Post (OBC)	**Essential:** B.Sc. (Computer Science)/Bachelor of Computer Application with at least 60% marks or equivalent CGPA from a recognized University/Institute with at least 2 years of relevant experience such as handling Computer Hardware, OS Installations, Printer driver installation, and Basic Network troubleshooting. (OR) B.E./BTech in AI/CSE/IT with at least 60% marks or equivalent CGPA from a recognized University/Institute with at least 1 year of relevant experience such as handling Computer Hardware, OS Installations, Printer driver installation, and Basic Network troubleshooting. **Desirable:** (i) Good communication skills and working experience in Windows, Linux, and MAC system. (ii) Should be able to troubleshoot and fix printer connection issues.
16.11.10	**Junior Technician-** Mechanical and Aerospace Engineering 1 Post (SC)	**Essential:** **Education Qualifications:** First Class BTech/BE/ Diploma in Electrical Engineering/ Instrumentation Engineering/ Electronics and Communication Engineering/ Mechatronics Engineering /Robotics and Automation **Experience:** (i) **For BE/BTech:** At least 2 years of experience in the fabrication/design/development/repair and maintenance of electronic/robotic/automation systems. (ii) **For Diploma:** At least 5 years of experience in the fabrication/design/development/repair and maintenance of electronic/robotic/automation systems. **Note:** The details of experience as to fabrication/ design/ development /repair and maintenance of electronic/robotic/automation systems should be explicitly mentioned in the experience certificate.

6. Application Fee Payable:

6.1 The applicant shall pay a non-refundable fee of **Rs, 500/- (Rupees Five Hundred only)**. The candidate applying for more than one post shall pay a fee of Rs 500/- per post separately.

6.2 Candidates belonging to Scheduled Castes (SC), Scheduled Tribes (ST), Persons with Disabilities (PwD), EWS, Ex-Servicemen, and Women candidates are exempted from Fee payment.

7. **General Instructions:**

	GENERAL INSTRUCTIONS AND ESSENTIAL INFORMATION
1.	Applicant must be a citizen of India.
2.	Candidates are required to submit ONLINE applications only. Printout of the ONLINE application form is not required to be submitted to the Institute. **OFFLINE applications, if submitted, will be summarily rejected.**
3.	Online mode of applications can be accessed through the link: **https://iith.ac.in/careers/**
4.	Please carefully read the general instructions for the candidates **on the online application portal**.
5.	Candidates, who wish to be considered against vacancies reserved or to seek age relaxation, must upload a requisite valid certificate issued by the Competent Authority along with their online application, otherwise, their claim for SC/ST/OBC/EWS/PwBD status will not be entertained and their applications will be considered under General (UR) category.
6.	The OBC certificate should have been issued on a date within 2 (two) years of the last date of receipt of the application i.e 10.12.2024 as mentioned in the Advertisement. The candidates submitting the application under the EWS category should upload a valid EWS certificate issued for the current financial year (Clearly stating that for the certificate is valid for the year: 2024 and Financial Year 2024-25).
7.	Before submitting the online application, the candidate must ensure that he/she fulfils all the eligibility criteria for the post for which he/she is applying as detailed for the respective post. Candidates will be short-listed for a Test/Interview based on the information provided by them in their online applications. If at any subsequent stage, the information provided/claim made by the applicant is found to be false, **his / her candidature will be cancelled at any stage of the recruitment process and if appointed, services will be terminated without any notice or compensation.**
8.	The cut-off date for reckoning Upper Age limit, qualification, and Post Qualification Experience is the last date of submission of online application i.e. 10.12.2024. Relevant experience gained after the minimum qualifying degree/course will only be taken into consideration. Part-time employment experience shall not be considered.
9.	The exact percentage should be mentioned in the percentage of marks column. e.g. 59.9% should NOT be rounded off to 60%.
10.	Calling a candidate for a test/interview merely indicates that it is felt that he/she with others may be suitable for the post and conveys no assurance whatsoever that he/she will be recommended or selected or his/her conditions specified in the application will be accepted.
11.	The Institute reserves the right to restrict the number of candidates for written / skill test/interviews to a reasonable limit based on qualifications, level and relevance of experience higher than the minimum prescribed in the advertisement and other academic achievements. The Institute also reserves the right to reject any or all the applications without assigning any reasons.
12.	Applications will be summarily rejected if all the relevant certificates (Experience / Caste / Educational/Proof of DOB etc.) are not uploaded as per the instructions. The certificates of work experience should be in proper format i.e. it should clearly state his/her designation, period of service in the organization, nature of work assignment(s) and the pay. The experience letter should be on the organization's letterhead, bear the Date of issue, Name and Designation of the issuing authority along with their Signature and Stamp. **Pay slips/Office orders/Appointment orders or any other documents shall not be considered as proof of Experience**.

13.	The institute has the right to decide the mode of screening and testing the applicant for shortlisting and selection. In case of any inadvertent mistake in the process of shortlisting/ selection, which may be detected at any stage even after the issue of the Appointment letter, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.
14.	The criteria pertaining to experience is relaxable at the discretion of the competent authority in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes or Persons with benchmark disability, if at any stage of selection, the competent authority is of the opinion that enough candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
15.	In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final. Interim correspondence will not be entertained and replied to.
16.	All the candidates shall produce self-attested copies of all the certificates (educational/caste/experience) along with originals for verification at the time of interview / written test/skill test. No Travelling Allowance (TA) shall be paid to the candidates for attending the trade test/skill test/written test/ proficiency test.
17.	Candidates working under Central / State Govt. / Public Sector Undertakings / Autonomous Bodies/ Universities should produce a 'No Objection Certificate (NOC)' at the time of interview / written test/ skill test/certificate verification without which the Candidate will not be allowed for interview/ written test/ skill test.
18.	The Institute reserves the right not to fill up any or all advertised posts; cancel the advertisement in whole or in part without assigning any reason. The decision of the Institute in this regard shall be final. The Institute strives to have a workforce, which reflects gender balance, and women candidates are encouraged to apply. The decision of the Institute in all matters relating to the eligibility of the candidate, skill/written test and selection shall be final and binding on all the candidates. No correspondence or personal inquiries shall be entertained.
19.	Application forms incomplete in any way or not have required educational / experience certificates / without prescribed application fee or the latest photograph is liable to be rejected without intimation. The submitted photograph must be taken within the last one month.
20.	Educational qualifications prescribed in this advertisement must have been obtained from a recognized Board/Council/University/Institute.
21.	First Class degree/post-graduate degree/diploma means and implies 60% marks or an equivalent CGPA in a grade point scale, wherever the grading system is followed.
22.	Wherever 55% of the marks is specified, an equivalent CGPA in a grade point scale, is also accepted.
23.	BE/BTech should be of 4 years duration, Diploma must be of 3 years duration.
24.	'Years of Experience' wherever prescribed is the minimum years of experience required and candidates with longer years of experience may also apply.
25.	'Relevant experience' means experience related to the area of the post advertised. The Screening Committee will determine the relevancy of experience and its decision will be final.
26.	Any legal dispute arising out of the advertisement may be challenged in the High court of Telangana.
27.	All information/corrigendum related to this advertisement/updates on recruitment shall be posted only on the Institute's website. The candidates are advised to check the Institute's website on regular basis.
28.	The last date of closing of online application is **10.12.2024, 05.00 PM IST**

Sd/-
Registrar
IIT Hyderabad