



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
इलाहाबाद-२११००४[भारत]
Motilal Nehru National Institute of Technology Allahabad
Allahabad-211004 [India]

Advertisement No. 02/ 2018, dated August 07, 2018
Recruitment for various Non-Faculty Positions on Contract basis

MNNIT Allahabad is an Institution of national importance (As per NIT Act 2007), fully funded by the Ministry of HRD, Govt. of India with total commitment to quality and excellence in academic pursuits. The Institute invites online applications from Indian nationals for appointment on various Non-faculty positions on Contract basis (Six months only) for various departments/sections of the Institute. Applications are invited for recruitment of:

Sl. No.	Name of the Post (s)	No. of Vacancies					Remarks
		SC	ST	OBC	UR	Total	
1.	Senior Medical Officer	-	-	-	01	01	
2.	Medical Officer	-	-	-	01	01	
3.	Internal Auditor	-	-	01	04	05	
4.	Legal Assistant	-	-	-	02	02	
5.	Horticulture Assistant	-	-	-	02	02	
6.	Secretary	-	-	-	01	01	
7.	Stenographer	-	-	-	01	01	
8.	Security Assistant	-	-	-	01	01	
9.	Technical Manpower	06	03	12	20	41	01 vacancy for PwD
10.	Lab Assistant [Central Facility, Department of Biotechnology]	-	-	-	01	01	
11.	Project Supervisors [Junior Engineers [Civil/ Electrical]	01	-	01	05	07	
12.	Academic Support Staff	02	01	04	08	15	
13.	Executive in Executive Development Centre	-	-	-	02	02	
14.	Office Assistant in EDC	-	-	01	01	02	

For details regarding the Application Form, Educational Qualifications, Experience and other requirements for the position, please visit the Institute website <http://www.mnnit.ac.in>.

Interested persons may apply online in the prescribed application form available on the Institute website <http://www.mnnit.ac.in>. The last date for submission of online application is **August 27, 2018 till 5.30 P.M.**

REGISTRAR

The requirements (essential and desirable) for the position(s), as per serial number, are as under:

1	S.No./ Code No.	01
	Name of the Post/ Cadre	Senior Medical Officer
	Remuneration	Consolidated Remuneration ₹68,440/- per month
	No. of Post	01 (UR: 01)
	Age Limit	Preferably below 40 years
	Essential Qualification & Experience	MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register. OR Post Graduate qualification, preferably MD, in General medicine from a reputed medical education Institute. For MBBS degree holders, experience of 5 years as Medical officer in a hospital or dispensary.
	Desirable Qualification & Experience	The position is on full-time basis and the appointment will be made purely on contract basis for a period of six months only . The appointee will be required to stay in the allocated residence in the campus and may be required to attend patients under emergency conditions even beyond normal working hours.
2	S.No./ Code No.	02
	Name of the Post/ Cadre	Medical Officer
	Remuneration	Consolidated Remuneration ₹56,070/- per month
	No. of Post	01 (UR: 01)
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	MBBS Degree or equivalent qualification included in any one of the Schedules to the Indian Medical Council Act, 1956 (102 of 1956) and must be registered in a State Medical Register or Indian Medical Register.
	Desirable Qualification & Experience	Post Graduate qualification, preferably MD, in General medicine. The position is on full-time basis and the appointment will be made purely on contract basis for a period of six months only . The appointee will be required to stay in the allocated residence in the campus and may be required to attend patients under emergency conditions even beyond normal working hours.
3	S.No./ Code No.	03
	Name of the Post/ Cadre	Internal Auditor
	Remuneration	Consolidated Remuneration ₹23,980/- per month
	No. of Post	05 (UR: 04, OBC:01)
	Age Limit	Preferably below 70 Years.
	Essential Qualification & Experience	Minimum Graduate Degree. Must have passed SAS Examination conduct by the Indian Audit & Accounts Departments. Only retired Audit Officers/Senior Audit/Officers from the Indian Audit & Accounts Departments of Government of India are eligible.
	Desirable Qualification & Experience	Preference will be given to the candidate conversant with Audit and Accounts Work of Autonomous Bodies and Educational Institutions.

4	S.No./ Code No.	04
	Name of the Post/ Cadre	Legal Assistant
	Remuneration	Consolidated Remuneration ₹31,320/- per month
	No. of Post	02 (UR: 02)
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	Graduation in any discipline with at least second class degree in Law [LLB]. Minimum two years experience as Full-time Legal Assistant or equivalent position in handling Court cases of Central/ State Govt./ Public Sector/ Autonomous/ Private Organizations shall only be considered. Experience supported by evidence will only be considered.
	Desirable Qualification & Experience	Preference will be given to the persons having hands on experience of working in large Central/State Govt./Public Sector/Autonomous/Private Organization.
5	S.No./ Code No.	05
	Name of the Post/ Cadre	Horticulture Assistant
	Remuneration	Consolidated Remuneration ₹23,980/- per month
	No. of Post	02 (UR: 02)
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	M.Sc.[Horticulture] with 2 years relevant experience. OR M.Sc. [Agriculture Science] and Diploma in Horticulture with 2 years experience. OR B. Sc. [Agriculture Science] and Diploma in Horticulture with 3-5 years experience.
	Desirable Qualification & Experience	Preference will be given to the persons having experience in landscaping and Horticulture Maintenance in large Government/ Public Sector / Private organization.
6	S.No./ Code No.	06
	Name of the Post/ Cadre	Secretary
	Remuneration	Consolidated Remuneration ₹32,670/- per month
	No. of Post	01 (UR: 01)
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	Bachelors Degree in any discipline from a recognized University. Minimum speed in short hand 100 w.p.m. in Stenography.
7	S.No./ Code No.	07
	Name of the Post/ Cadre	Stenographer
	Remuneration	Consolidated Remuneration ₹23,980/- per month
	No. of Post	01 (UR: 01)
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	Bachelors Degree in any discipline from a recognized University. Minimum speed in short hand 80 w.p.m. in Stenography.
	Desirable Qualification & Experience	Proficiency in Computer Word processing and spread sheet with advance skills.
8	S.No./ Code No.	08
	Name of the Post/ Cadre	Security Assistant
	Remuneration	Consolidated Remuneration ₹20,470/- per month
	No. of Post	01 (UR: 01)

	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	<ul style="list-style-type: none"> Graduate Degree in any discipline from a recognized University. Minimum experience of 5 years of serving Military/Paramilitary forces with the rank of Subeddar and higher or equivalent post. Experience of security services in Industrial/academics organization at the level of supervisor or higher.
9	S.No./ Code No.	09
	Name of the Post/ Cadre	Technical Manpower For the Departments/Cells of: <ul style="list-style-type: none"> (i) Applied Mechanics, Chemical Engineering, Civil Engineering, Electrical Engineering, Electronics & Communication Engineering, Mechanical Engineering (ii) Biotechnology, Chemistry, Physics, Mathematics (iii) Computer Science & Engineering, GIS Cell, Humanities & Social Sciences and School of Management Studies (iv) Technical Manpower [for Clinical Diagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnostics, PCR/ Molecular Based Diagnostics Lab]
	Remuneration	Consolidated Remuneration ₹20,470/- per month
	No. of Post	41 (UR: 20, OBC: 12, SC:06, ST:03, PWD: 01)
	Age Limit	Preferably below 35 years
(i)	Essential Qualification & Experience [Applied Mechanics, Chemical Engineering, Civil Engineering, Electrical Engineering, Electronics & Communication Engineering, Mechanical Engineering]	First class Diploma of minimum 3 years duration in appropriate branch of Engineering/ Technology. Minimum one year experience in Industry/Educational/R&D Institutions. Experience gained only after acquiring degree/diploma will be considered.
(ii)	Essential Qualification & Experience [Biotechnology, Chemistry, Physics, Mathematics]	First class Diploma of minimum 3 years duration in appropriate branch of Engineering/ Technology. OR First class B.Sc. or M.Sc. degree with not less than 55% marks in appropriate branch of Science such as Mathematics, Chemistry, Physics/Biology/Biotechnology etc. Minimum one year experience in Industry/Educational/R&D Institutions. Experience gained only after acquiring degree/diploma will be considered.
(iii)	Essential Qualification & Experience [Computer Science & Engineering, GIS Cell, Humanities & Social Sciences and School of Management Studies]	First class Diploma of minimum 3 years duration in appropriate branch of Engineering/ Technology. OR First class BCA/MCA degree. Minimum one year experience in Industry/Educational/R&D Institutions. Experience gained only after acquiring degree/diploma will be considered.
(iv)	Essential Qualification & Experience [for Clinical Diagnostics and Pathological Studies, Animal Tissue	First class Diploma of minimum 3 years duration in appropriate branch of Science /Engineering/ Technology. OR

	Culture, Immunodiagnosics, PCR/ Molecular Based Diagnostics Lab]	First class B.Sc. or M.Sc. degree with not less than 55% marks in appropriate branch of Science such as Biology, Zoology, Life Sciences, Biochemistry, Microbiology, Biotechnology or any other related field. Minimum one year experience in Industry/Educational/R&D Institutions/Laboratories in Clinical Diagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnosics, PCR/Molecular Based Diagnostics Techniques. Experience gained only after acquiring degree/diploma will be considered.
10	S.No./ Code No.	10
	Name of the Post/ Cadre	Lab Assistant [Central Facility, Department of Biotechnology]
	Remuneration	Consolidated Remuneration ₹20,470/- per month
	No. of Post	01 [UR: 01]
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	First class Diploma of minimum 3 years duration in appropriate branch of Science/ Engineering/ Technology. OR First class B.Sc. or M.Sc. degree with not less than 55% marks in appropriate branch of Science such as Biology, Zoology, Life Sciences, Biochemistry, Microbiology, Biotechnology, or any other related field. Minimum one year experience in Industry/Educational/R&D Institutions/Laboratories in Clinical Diagnostics and Pathological Studies, Animal Tissue Culture, Immunodiagnosics, PCR/Molecular Based Diagnostics Techniques, Experience gained only after acquiring degree/diploma will be considered.
11	S.No./ Code No.	11
	Name of the Post/ Cadre	Project Supervisor [Junior Engineer-Civil/ Electrical]
	Remuneration	Consolidated Remuneration ₹20,470/- per month
	No. of Post	07 [UR: 05, OBC: 01, SC: 01]
	Age Limit	Preferably below 35 Years.
	Essential Qualification & Experience	First class diploma of three years duration in Civil/Electrical Engineering with one year experience in relevant field
12	S.No./ Code No.	12
	Name of the Post/ Cadre	Academic Support Staff
	Remuneration	Consolidated Remuneration ₹20,470/- per month
	No. of Post	15 (UR: 08, OBC: 04, SC:02, ST:01)
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	Bachelors Degree in any discipline with minimum 3 years experience in handling office papers & equipments /knowledge of computer applications etc. in reputed Industry/Educational/R&D Institutions. Knowledge of English typing/Hindi typing communication is essential. Graduate/Post-Graduate with English as a subject will be preferred. Experience of preparing report, presentation, educational material etc. is desired. Experience gained only after acquiring degree/diploma will be considered.
13	S.No./ Code No.	13
	Name of the Post/ Cadre	Executive in Executive Development Centre
	Remuneration	Consolidated Remuneration ₹20,470/- per month

	No. of Post	02 [UR: 02]
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	Graduate in any discipline At least 3 years relevant work experience. Good working knowledge of computer [MS Office], and knowledge of accounts procedures.
	Desirable Qualification & Experience	Bachelors' Degree in Hotel Management/Hospitality Management and Masters' Degree in the relevant field.
14	S.No./ Code No.	14
	Name of the Post/ Cadre	Office Assistant in EDC
	Remuneration	Consolidated Remuneration ₹20,470/- per month
	No. of Post	02 [UR: 01, OBC:01]
	Age Limit	Preferably below 35 years
	Essential Qualification & Experience	Bachelors Degree in any subject. Minimum 3 years experience in handling office papers & equipments /knowledge of computer applications etc. in reputed Industry/Educational/R&D Institutions. Knowledge of English typing/Hindi typing communication is essential. Graduate/Post-Graduate with English as a subject will be preferred. Experience of preparing report, presentation, educational material etc. is desired. Experience gained only after acquiring degree/diploma will be considered.

Important Information

General Terms & Conditions

1. Candidate has to ensure the authenticity of information provided in support of qualification, experience claimed, other documents and photograph.
2. A copy of all the credentials should be uploaded in proof of age, academic qualifications, category, experience, awards & honours, failing which no weightage shall be given in respect of the credentials claimed.
3. Candidates are advised to keep a copy of the application form for their record.
4. Any corrigendum/changes/updates shall be made available only on the Institute website: www.mnnit.ac.in. The candidates are advised to keep visiting the Institute's website regularly for updates, if any.
5. The services of a contractual employee shall be liable to termination at any time by notice in writing given either by the employee to the appointing authority, or by the appointing authority to the employee. The period of such notice shall be one month, unless otherwise agreed to by the Institute and the Employee.
6. The other terms and conditions of the services of such engagement shall be such as may be specified by the appointing authority in the offer of appointment.

Online Applications

7. **Candidates are required to submit the application through online only.**
8. **Handwritten and applications which are not in the prescribed proforma of application will be summarily rejected.**
9. **Candidates are advised to keep a copy of the printout of the online application form for their record.**

Qualification/ Experience

10. Experience in Engineering/Technical/Scientific organization of national importance like IITs/IISERs/IISc/NITs and other similar Central Govt. Institutions is desirable for all the positions.

11. The prescribed Essential Qualifications/Experience indicated are bare minimum and mere possession of the same will not entitle the candidates to be called for Interview/Test. Where number of applications received in response to an advertisement is large, it may not be convenient or possible for the Institute to call all the candidates for interview. The Institute may restrict the number of candidates to be called for written exam/skill test/interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish details of all the higher qualifications and experience possessed in the relevant field, over and above the minimum qualifications prescribed along-with documentary evidences.
12. **Typing Knowledge:** In respect of the positions, where the Institute considers typing knowledge as essential, the skill tests shall be conducted on computers and typing speed in English and Hindi may be accessed.

Reservation/ Relaxations

13. Permissible relaxation of upper age limit as per the Government orders for age relaxations as on last date of receipt of applications are as under:

Sl. No.	Category	Age relaxations permissible beyond the upper age limit
1.	SC/ST	5 Years
2.	OBC (NCL) [Non Creamy Layer]	3 Years
3.	PWD	10 Years
4.	PWD+OBC (NCL)	13 Years
5.	PWD+ SC/ST	15 Years
6.	Ex-Serviceman	For Ex-servicemen upto the extent of service rendered in defence forces (Army, Navy & Air force) plus 3 years provided they have put in a minimum of 6 months attested service. Ex-servicemen who have already joined the Government Service on civil side after availing of other benefits given to them as Ex-servicemen for further employment cannot claim Ex-servicemen status for the purpose of this recruitment and such persons will be deemed to be civil employees and accordingly be entitled to only such of the benefits like relaxation of age etc., as admissible to the civil employees.

14. Vacancies of PWD/ Ex-servicemen quota are horizontal and included in the total number of vacancies. Therefore, there will be no separate recruitment against PWD quota and it will be conducted simultaneously and adjusted against UR/SC/ST/OBC (NCL) category to which the candidates belongs to.
15. Candidates belonging to OBC (NCL) category should submit proper caste certificate as per the proforma of Government of India (which should not be more than 6 months old from the last date of submission of application) and which should among others specifically mention that he/she does not belong to the persons/sections (creamy layer) as mentioned in Col.3 of the schedule to the Department of Personnel & Training in the Government of India O M. No. 36033/1/2013-Estt. (Res), dated 30.09.2017 and as updated from time to time.
16. Candidates belonging to OBC (NCL) category, but coming in creamy layer will not be entitled to the benefits of reservation and should apply as General category candidates.
17. Candidates currently working/worked in Govt./Semi Govt. Departments/ Autonomous organization (contractual/temporary also) may be given relaxation in age to the extent of number of years of experience in Government/ Semi Government Departments/ Autonomous organizations.
18. Relaxation in age, experience may be considered in case of exceptionally meritorious candidates with prior approval of the Competent Authority.
19. The crucial date for determining the age limit shall be the closing date for submission of applications.

Recruitment Methodology

20. **Short-listing:** Screening of the online applications received will be done to shortlist the candidates to be called for selection process. Institute at its own discretion may restrict the maximum number of candidates to be called for the selection process.

21. The list of shortlisted candidates to be called for test and/or interview on a given date and time will be published on the Institute website. Such candidates may also be intimated on registered email Id. No communication will be made through any hard copy. No request for change of date of test / interview by the individual candidates will be entertained under any circumstances.
22. The Institute may decide to conduct a screening test to assess the ability of the candidates for a position as well as for screening, if required. All the selections shall be made on the basis of performance in the test and/or interview.
23. All details related to recruitment process shall be available on the Institute website only. Candidates are advised to keep a regular watch on the Institute's website for any updates. No separate communication shall be made in respect of any process related to recruitment.

Reasons for Rejection of Applications

24. Candidate need to apply through online application form only. Application in any other form will not be accepted and will be summarily rejected.
25. Applications not submitted online, will be summarily rejected.
26. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidates are found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment.

Other terms and conditions:

27. No interim enquiries/correspondence/communication of any sort will be entertained on the matter of recruitment by the candidates.
28. The Institute has right to not to fill the vacancy/vacancies and no correspondence in this regard will be entertained.
29. Canvassing in any form and/or bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.
30. The Institute reserves the right to withdraw any of the advertised post(s) at any time without giving any reason. The number of vacancies may change. Any consequential vacancy arising subsequent to the advertisement and upto the date of interview may also be filled during the interview.
31. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement can be instituted in Allahabad and courts/ tribunals/ forums at Allahabad only shall have sole and exclusive jurisdiction to try any such cause/ disputes.
32. The date of determining the eligibility of all candidates in every respect shall be the normal closing date for receipt of applications.
33. The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment for any/all the positions at any stage.
34. Candidates who wish to apply for more than one position shall apply for each post separately. Candidate will be considered only for those positions applied for.
35. In case of any dispute arises on account of interpretation in version other than English, English version will prevail.
36. Only matriculation/SSC certificate issued by the concerned education board will be considered as the proof of the date of birth. No other documents will be accepted for verification of date of birth.
37. The Institute reserves the right to increase/decrease number of positions.
38. There is no application fee.
39. No TA/DA will be paid for appearing in the Test/Interview.

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