



Indian Institute of Information Technology, Lucknow
Chak Ganjaria (C.G.) City,
Lucknow – 226002, (U.P) – India

भारतीय सूचना प्रौद्योगिकी संस्थान – लखनऊ
चकगंजरिया (सी. जी.) सिटी,
लखनऊ २२६००२ - उत्तर प्रदेश, भारत

email: contact@iiitl.ac.in Web: <https://www.iiitl.ac.in>

Advertisement for Non-Teaching Positions

Advt. No. IIITL/NT/2023

Date: 06.10.2023

Indian Institute of Information Technology, Lucknow (IIIT- Lucknow) is an Institute of National Importance established by an Act of Parliament under public private partnership (PPP) Model of Ministry of Education, Government of India. The Institute is in search of suitable Indian National for appointment on the following posts:

Sl. No.	Name of the Post (s)	No. of Vacancies							Level(7th CPC)
		SC	ST	OBC	UR	PwD	EWS	Total	
1	Registrar	-	-	-	01	-	-	01	14
2	Assistant Registrar	-	-	01	02	-	-	03	10
3	Junior Superintendent	01	-	-	-	-	-	01	6
4	Junior Engineer (Civil)	-	-	-	01	-	-	01	6
5	Junior Engineer (Electrical)	-	-	01	-	-	-	01	6
6	Junior Assistant	01	-	01	01	-	01	04	3
7	Junior Technician	-	-	-	01	-	-	01	3
	Total	02	-	03	06	-	01	12	

Maximum age limit	Group- 'A'	Sl. No. 1	Upper age limit 55 years
		Sl. No. 2	Upper age limit 45 years
	Group-'B'	Sl. No. 3,4 & 5	32 Years
	Group-'C'	Sl. No. 6 & 7	27 Years
	Age limits prescribed for the posts are not applicable for regular employees of the Institute		

The essential, desirable qualifications and experience for the above post(s), as per serial number, are as under:

1	Post: Registrar		
	Essential	<p>Qualification: A Postgraduate degree with at least 55% marks in aggregate or its equivalent grade.</p> <p>Experience: At least 15 years of experience as Assistant Professor in the AGP of 7000 (Pay Level-11) and above with adequate experience in academic administration,</p> <p style="text-align: center;">OR</p> <p>At least 8 years of experience as Associate/Assistant Professor in the AGP of 8000 (Pay Level-12) or above with adequate experience in educational administration,</p> <p style="text-align: center;">OR</p> <p>15 years of administrative experience, of which 8 years as Deputy Registrar in GP 7600 (Pay Level-12) or an equivalent post.</p>	

	Desirable	Proven ability in administration, preferably in a large educational or research institution, financial or personal management with the capacity to lead administration in a residential R&D institution. Additional degree or diploma in Management or Law, Competence in computer skills and all forms of communication.
	Mode of Appointment	Direct recruitment Or Deputation Or Contract basis for a tenure of upto 5 years or till attaining the age of 62 years, whichever is earlier or as fixed by GoI by orders issued in this regard from time to time.
2	Post: Assistant Registrar	
	Essential	Qualification: A Postgraduate degree with at least 55% marks or its equivalent with an excellent Academic record.
	Desirable	(i) Professional qualification in the area of Management/Finance & Accounts. (ii) Experience in handling Administrative/Legal/Finance/Stores & Purchase/ Establishment matters.
	Mode of Appointment	Direct Recruitment/Deputation
3	Post: Junior Superintendent	
	Essential	Qualification: First class Bachelor's degree with 6 years' experience in relevant area..
	Desirable	6 years relevant experience or equivalent in one or more of the following areas: accounts, audit, purchase and import, legal, academic matter, estate management, administrative matters including legal, labour law, project management, intellectual property rights, contracts & MoUs relevant to research etc.
	Mode of Appointment	Direct Recruitment
4 & 5	Post: Junior Engineer [Civil & Electrical]	
	Essential	Qualification: Degree in Engineering in relevant field with 2 years' experience. OR Diploma in Engineering in relevant field with 5 years' experience.
	Desirable	Candidate should have good knowledge of preparation of estimates, tender documents, award of work for construction of multi-storeyed buildings, maintenance of residential/Institutional campuses as per CPWD/PWD norms and other associates issues related with building and construction and good experience to monitor the quality of work including sanitary and plumbing work/Electrical work.
	Mode of Appointment	Direct Recruitment
6	Post: Junior Assistant	
	Essential	Qualification: Bachelor's degree with knowledge of computer operations.
	Mode of Appointment	Direct Recruitment
7	Post: Junior Technician	
	Essential	Qualification: Diploma in Engg./ Bachelor's Degree (or) ITI with 2 years' experience.
	Mode of Appointment	Direct Recruitment

Important Dates:

- Opening date for filling of online application form and submission of fee: 10.10.2023
- Last Date for Submission of online application form and fee: 31.10.2023

GENERAL INSTRUCTIONS TO THE CANDIDATES

1. Preference will be given to 'Persons with Disabilities', even where reservation is not marked in the table given on 1st page of this advertisement, if suitable PwDs are available.
2. (a) The Institute reserves the right to restrict the number of candidates for interview/written to reasonable limit, on the basis of qualification and experience higher than those prescribed in this advertisement.
(b) The Institute reserves the right to fill or not to fill any of the vacancies advertised, cancel the Advt. in whole or in part or reject any or all applications without assigning any reason and its decision in this regard shall be final.
(c) The vacancies advertised are indicative and subject to variation at the time of interview/recruitment.
3. The Institute follows the reservation norms as per GOI rules for SC/ ST/ OBC/EWS and PwDs. A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the candidate belongs is included in the list of reserved communities issued by the Central Government. Copy of the Certificate for OBC/SC/ST/PwD must have been issued by the competent authority as per Government of India norms. The OBC candidates applying for the post must produce OBC (Non-Creamy Layer) certificate issued on or after 01/04/2023.
4. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is 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. The Institute reserves the right to reject any application without assigning any reason whatsoever. Any misleading/wrong information supplied by the candidates may lead to summarily rejection of the application, if found subsequently, also the appointment will be cancelled.
5. Candidates desirous of applying for more than one post should submit separate application for each post along with requisite application fee as applicable for each post.
6. (a) The Institute reserves the right to relax any of the qualifications / experience in exceptional cases.
(b) Higher initial basic pay may be given to exceptionally qualified and deserving candidate(s).
7. The date of determining the eligibility of all candidates in every respect shall be the normal closing date of Advertisement i.e. 31.10.2023.
8. The selection process will consist of:
 - (i) Presentation/Seminar & Interview for Sl. No. 1
 - (ii) Written Test, Presentation and Interview for Sl. Nos. 2
 - (iii) Written Test & Skill Test for Sl. No. 3,4,5,6 & 7

9. (a) The candidates shall be required to pay following application fee through SBI collect <https://www.onlinesbi.sbi/sbicollect/icollethome.htm?corpID=956936>. In addition to application fee, the banks will also charge transaction fee + service tax which will be borne by the candidate.

Group-A posts at Sl. Nos. 1 & 2 **Rs. 1500/-**

Group-B & C posts at Sl. Nos. 3,4,5, 6 & 7 **Rs. 1000/-**

- (b) SC/ ST /PwDs/Female candidates are required to pay Rs. 750/- for Sr. No. 1 & 2 & Rs. 500/- for Sl. Nos. 3,4,5, 6 & 7 as mentioned above.
- (c) The fee once paid will not be refunded or re-adjusted under any circumstances.
- (d) No other mode of payment will be accepted except online payment as mentioned above.
10. The candidates are required to apply through Samarth Portal link <https://iiitln.samarth.edu.in> and pay the fee up to the midnight of 23:59 Hrs on 31.10.2023. No other mode of submission of application form shall be entertained by the Institute, in any case.
11. The Institute may request candidates to submit any required information through a Google Form at any point during the recruitment process, if needed.
12. Persons serving in Govt./Semi-Govt./PSUs/Autonomous Organization, should forward the printout of completed application THROUGH PROPER CHANNEL within 10 days of the last date of submission of Application Form to the Deputy Registrar, IIIT Lucknow, C.G City Lucknow– 226002, failing which such persons shall be required to produce NOC at the time of selection process.
13. For the candidates desirous to join the Institute on Deputation: Such candidates are advised to send the hard copy of the application form through proper channel with the following attachments to the Deputy Registrar, IIIT Lucknow, C.G City, Lucknow-226002 within 10 days of the last date of submission of Application Form:
Attested copies of up to date Annual Confidential Report (ACR)/Annual Performance Assessment Report (APAR) for the last five years, Cadre Clearance, Vigilance Clearance, Integrity Certificate and a statement showing penalties, if any imposed, etc.
14. The maximum age limit will be considered on the last date of submission of application form. The age relaxation of 05 years for SC/ST candidates and 03 years for OBC-NCL candidates with additional 10 years' age relaxation to persons with disabilities will be given in accordance with the Government of India Rules. Relaxation in upper age limit for those candidates, who are in Central Government, Ex-Servicemen, shall be admissible as per the Government of India rules.

15. In case of any dispute/ambiguity that may occur in the process of selection, decision of the Director, IIIT LUCKNOW, shall be final.
16. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Lucknow and courts/tribunals/forums at Lucknow only shall have sole and exclusive jurisdiction to try such cause /dispute.
17. Mere fulfillment of minimum qualification and experience requirements for the post does not entitle the candidate to be called for an interview.
18. No interim queries regarding interview/selection process will be entertained.
19. Any attempt to influence the recruitment process/ Canvassing in any form will lead to disqualification of candidature.
20. Decision of the Selection Committee and the Board of Governors of IIIT Lucknow with respect to the selection process is final.

In case of any difficulty, please email at **rectt.nonteach@iiitl.ac.in**.

**Deputy Registrar
IIIT Lucknow**