



भारतीय प्रौद्योगिकी संस्थान इंदौर
INDIAN INSTITUTE OF TECHNOLOGY INDORE
Khandwa Road, Simrol, Indore – 453552

Advt. No.: IIT/Estt./NT posts-01/January 2024/

Dated 25-01-2024

Indian Institute of Technology Indore (IIT Indore), an Institute of National Importance, is ranked in the top 14 engineering Institutes in the country by the National Institute Ranking Framework (NIRF) in the year 2023. IIT Indore is one of the second generation IITs established by Ministry of Education, Government of India. IIT Indore has made its presence felt as a centre of excellence for innovation, learning, teaching, and research. The Institute, with its state-of-the-art infrastructure and a productive and learning work environment, aims to attract the best talent for its staff recruitment.

Online applications are invited from Indian Nationals for the following non-teaching positions at Indian Institute of Technology Indore.

Sl. No.	Post	No. of Post						Pay Scale
		UR	OBC	EWS	SC	ST	Total	
1	Staff Nurse	1	1	--	--	--	02	Pay Level: 7 (Rs.44,900 – 1,42,400/-)

The Applicants must apply ONLINE through the link provided at the Institute's website www.iiti.ac.in till **14-2-2024 (IST 05.30 p.m.)**. For further details visit Institute website www.iiti.ac.in

Sd/-
Registrar

INDIAN INSTITUTE OF TECHNOLOGY INDORE

The essential and desirable qualification and experience for the advertised posts are as under:

1. Staff Nurse: 02 Posts (01-UR,1-OBC)

Essential Qualification and Experience: BSc in Nursing with 02 years of experience in the relevant field.

OR

3 years Diploma in Nursing & Midwifery with 5 years of experience in the relevant field. The degree or Diploma must be from an institution / University recognized by the Indian Nursing Council/State Nursing Council.

Desirable: Certified paramedic with a Minimum of one year experience in the Emergency room of a government or a recognized corporate hospital;

OR

Minimum one year experience in labour room of a government or a recognized corporate hospital.

OR

Minimum one year experience in an operation theatre of a government or a recognized corporate hospital.

Pay: Pay Level: 7 (Rs. 44,900 – 1,42,400/-)

Upper age limit: 40 Years

General Instructions:

1. It is mandatory to fill the application in the online portal. Last date and time for online application is on **February 14, 2024, till IST 05:30 p.m.** No correspondence for relaxation in this regard shall be entertained by the Institute. Delay due to internet connectivity and any other issue will also be not entertained.
2. The tentative date of the written exam and Job Suitability Personality Test is March 15, 2024, at IIT Indore Campus. Job Suitability Personality Test may be extended on the next day.
3. Applicants who have not been considered earlier against the previous advertisements need to apply afresh.
4. (i) Application Fee: Applicant must pay the following non-refundable application fee using net-banking and upload the UTR/Transaction/Payment reference in the field provided in the online application portal:

Category	Fee
PwD, SC/ST, Ex-Servicemen, regular employees of IIT Indore & Female applicant	NIL
OBC-NCL & EWS	₹300/-
Others	₹500/-

(ii) Fee once paid will not be refunded or re-adjusted under any circumstances.

5. All details furnished in the online application will be treated as final and no changes shall be entertained later. Applicant will be solely responsible for the entries made in the application form.
6. Applicants applying for more than one post should apply in separate application forms with different email ID. Application fees, as applicable, would be required to be paid separately.
7. Experience and age limit will be reckoned on the last date of online submission of the online application form.
8. Applicants are advised to fill their correct and active e-mail address in the online application, as all correspondences will be made by the Institute through e-mail only.
9. Institute strives to have a workforce which reflects gender balance. All candidates of all genders and categories are encouraged to apply.
10. Educational qualifications prescribed in this recruitment advertisement must have been obtained from a recognized Board/Council/University/Institute.
11. The Institute may verify the antecedents and documents submitted by a candidate during the tenure of his / her service. In case, it is detected that the documents submitted by the candidate are fake/ forged or the candidate has a clandestine antecedents/ background or has suppressed any information, then his service shall be terminated and legal action may also be initiated against such candidates/ employees.
12. Certificate(s) in support of experience(s) should be in proper format. It should be on the employer's organization's letter head bearing the date of issue, specific period of work (in DD/MM/YYYY format), nature of duties, pay level (preferably as per 7th CPC), name, designation and signature of the Authorized Signatory/Administrative Authority/ Owner/Proprietor of the organization along with seal.
13. 'Relevant experience' means experience related to the area of the post advertised. The Screening cum Shortlisting Committee will determine relevancy of experience and its decision will be final and binding.
14. Schedule of written test/skill test/job suitability test/interview/ personality test, as applicable, will be communicated through e-mail to the shortlisted applicants through their registered e-mail ID. No separate call letter /admit card (hard copy) will be sent for this purpose.
15. Updates/ modifications/ amendments in the advertisement and results would be communicated through the Institute website only. Issuance of the same in the newspapers is not obligatory on the part of the Institute. Applicants are advised to visit the website of the Institute frequently for scrutiny list/date of exam/results etc.

16. Admission of the applicants to any stage of the selection process will be purely provisional, subject to confirmation that they satisfy the prescribed eligibility conditions. Mere issuance of registration certificate / call letter will not imply that his/her candidature has been found eligible.
17. Applicants who have submitted experience certificates from PSU / Autonomous bodies having different pay scales, should mandatorily submit equivalence certificate for consideration of their experience. Else, experience would not be considered.
18. The Institute reserves 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 issuance of the offer of appointment, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.
19. Age relaxation will be given for SC/ ST/ OBC (non- creamy layer)/ Persons with Disabilities (PWD)/ Ex-Servicemen, employees of Central/State Government/ Autonomous Bodies (Central/ State) as per Government of India norms. Candidates claiming age relaxation should submit their self-attested copy of the relevant certificate issued by competent authority as per Government of India norms along with the application form, in support of their claim.
20. Age limit may be relaxed by 5 years in case of person serving in Central/ State Government/ Autonomous Bodies (Central/ State) having minimum experience of 3 years of continuous service. Certificate in this regard is to be submitted.
21. Applicants applying for the posts reserved for OBC (NCL) must enclose along with their application certificate of OBC (NCL) in the prescribed form issued by Competent Authority as on closing date of registration of application for this advertisement. The certificate should be latest, and it should have been issued on or before the closing date of registration of application for this recruitment advertisement. It must be in accordance with instructions issued by the Government of India in this respect from time to time. The period of validity must be clearly mentioned in the certificate itself, and the certificate must be valid as on the date of closing date of registration of application for this recruitment advertisement.
22. The candidates applying against the vacancies reserved for EWS must possess Income and Asset Certificate issued by the Competent Authority as on closing date of registration of application for this notice and it should be valid for FY 2023-24. Further, these candidates are also required to produce valid Income and Asset Certificate during document verification.
23. Persons with Disabilities (PWD) with minimum 40% disability under the specified categories as per Government of India rules are encouraged to apply under the reservation category for the advertised posts, if any.
24. Preference would be given to applicants having experience in Centrally Funded Technical Institutes (CFTIs) or reputed Educational Institutes and having sound knowledge in computer applications with good working knowledge of both Hindi and English language.
25. Only shortlisted applicants will be called for written test /skill test/ job suitability test/ interview/ personality test, as applicable. Short-listed candidates and selected

candidates(s) only will be informed individually via e-mail through their registered e-mail. In addition, the list of shortlisted/selected applicants will be uploaded on the Institute website. No interim correspondence will be entertained from applicants regarding the conduct of tests and result of interview and reasons for not being called for interview. Candidates are advised to visit the institute website regularly for updates.

26. The Institute shall have the right to restrict the number of applicants to be called for any stage of the selection process, based on qualifications and experience higher than the minimum prescribed or any other criteria, that it may deem fit. The Institute shall also have the right to change the criteria to call the eligible candidates for written test/skill test/ job suitability test/ interview/ personality test depending upon the response received against the advertised posts.
27. The Institute reserves the right to decide upon the qualifying marks of written test/skill test/ job suitability test/ interview/ personality test or any other mode of selection process, as may be decided by the Institute.
28. No TA/DA shall be paid for attending any stage of the selection process.
29. All the appointees including in-service candidates shall be governed by the New Pension Scheme (NPS) introduced by the Govt. of India.
30. Though the vacancy positions indicated are for Simrol campus of IIT Indore, the Institute reserves the right to relocate the selected applicant to any of its units/centers/departments to be established elsewhere.
31. Any sort of canvassing or influencing any official related to the recruitment/ selection process would result in immediate disqualification of the candidate.
32. Non-compliance of instructions mentioned in this advertisement may result in the rejection of the application.
33. The Institute reserves the right to not appoint /cancel the post advertised partially or fully without assigning any reason.
34. The number of vacancies to be filled may vary at the time of recruitment. The Institute reserves the right to fill consequential vacancies including additional posts arising at the time of selection process, on account of re-appropriation, resignations, retirement etc, from available candidates.
35. IIT Indore will retain data of online applications received from non-shortlisted candidates only for a period of six months after completion of the recruitment process i.e. the declaration of final results. Thereafter, no queries on the subject shall be entertained.
36. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement can be instituted in Indore and courts/ Tribunals/ forums at Indore only shall have sole and exclusive jurisdiction to try any such cause/ disputes.
37. The list of Shortlisted/ Not shortlisted candidates will be published on the institute website in a week after the closing date of online applications.
38. Scheme of the Examination and Syllabus are also placed on the web page of IIT Indore, under career tab (Non-Teaching Recruitment).

39. Call Letter will be issued to eligible candidates only through registered email id. Detailed instructions shall be provided in the call letter.
40. While appearing in Exam and skill test, the candidates are required to make their own arrangement for food, transport and stay as hostel and guest house facilities are not available inside the campus during this period.
41. Application Procedure and Submission of Application Form.
- (a) The candidate must apply online by visiting the website at <http://iiti.ac.in/recruitments/non-teaching-recruitment>. Instructions for completing the application are available on the application website. Please refer to those instructions while filling the application. Last date for submission of the online application is February 14, 2024, up to IST 05:30 p.m.
 - (b) All self-attested certificates are to be uploaded in pdf file along with the online application form. Since no hard copy of the application is being called for, applicants are advised to upload all supporting documents carefully.
 - (c) Applicants serving in Central/ State Govt./ Central/ State Autonomous bodies/ PSUs are required to upload the No-Objection Certificate (NOC) & Vigilance Clearance Certificate while applying online along with all other relevant certificates/ documents duly self attested. In case any applicant is unable to submit NOC & Vigilance Clearance Certificate from his present employer, an undertaking can be submitted. However, the required NOC & Vigilance Clearance Certificate shall be mandatorily sent through email at recruitmentcell@iiti.ac.in within 15 days from the last date of submission of the online application.
 - (d) It is mandatory to fill the application online in the link provided above before the dates mentioned in Para 1 of General Instructions.
 - (e) The applicant should retain a copy of the filled application with application reference number form for future reference.
 - (f) Candidates must contact the referees to send recommendation letters online. For this, referees will receive auto-generated email from IIT Indore on submission of online application by the candidate.
 - (g) For any query or clarification, please write to recruitmentcell@iiti.ac.in. Queries sent on other emails will not be entertained/ replied.

Sd/-
Registrar, IIT Indore