



भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद

झारखण्ड - 826004

INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES),
DHANBAD

JHARKHAND - 826004

No. 411002/8/2023-NFR

21st April, 2023

ADVERTISEMENT

Indian Institute of Technology (Indian School of Mines), Dhanbad formerly known as Indian School of Mines, Dhanbad established in 1926 offers 4 yr. B.Tech., 3 yr. M.Sc. Tech., 5 yr. Integrated M.Sc. (Tech.)/M.Tech., 2 yr. M.B.A., 2 yr. M.Tech., full time, part time and external Ph. D. courses/programmes in Engineering and Basic/Earth/Social/Applied Sciences, Humanities and Management disciplines. Other details regarding the Institute and its activities may be obtained from its website www.iitism.ac.in.

The Institute invites application from Indian Nationals for appointment for the following non-teaching posts:

Sl. No.	Name of the posts	No. of Vacancies					Level in the Pay Matrix	Remarks	
		UR	SC	ST	OBC-NCL	EWS			Total
1	Junior Superintendent (Accounts & Audit)	02	01	01	01	—	05	L-6	These posts are suitable also for Divyang persons, having category of benchmark disabilities, as under:- i) D, HH ii) OA, OL, CP, LC, Dw, AAV iii) SLD, MI iv) MD Involving (i) to (iii) above
2	Junior Superintendent (Sanitation)	—	02	—	—	—	02	L-6	These posts are suitable also for Divyang persons, having category of benchmark disabilities, as under:- i) D, HH ii) OA, OL, CP, LC, Dw, AAV iii) MD Involving (i) to (ii) above

3	Staff Nurse	01	—	01	01	—	03	L-6	These posts will be filled up by 01 male and 02 female candidates.
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CATEGORY ABBREVIATIONS USED: D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, SLD= Specific Learning disability, MI= Mental Illness, MD=Multiple Disabilities

Eligibility Conditions:

Sl. No.	Name of the Post/ Pay Level/ Maximum Age Limit	Educational Qualifications and Experience
1.	Junior Superintendent (Accounts & Audit)/ Pay Level - 6/ 35 years	<p>Essential: Master's Degree in Commerce with 55% marks and 3 year of relevant Experiences in Govt./Semi Govt. /Central Autonomous Bodies in the field of Accounting, Auditing, Annual Account, Finance, Budgeting etc.</p> <p>OR CA/ICWA/ICSI and 3 year of relevant experience in Govt. /Semi Govt./Central Autonomous Bodies in the field of Accounting, Auditing, Annual Accounts, Finance, Budgeting etc.</p> <p>OR Bachelor's Degree (10+2+3) pattern) or equivalent in Commerce with 55% marks and Intermediate CA /ICWA / CS and knowledge of Accounting Software along with 3 years of experience in Internal Audits/Audit works, Final Accounts, Finance, Budgeting etc.</p> <p>OR Bachelor's Degree (10+2+3) pattern) or equivalent in Commerce with 55% marks with knowledge of Accounting Software and 5 years' experience in Govt./Semi Govt./Central autonomous bodies in the field of Accounting, Auditing, Annual Account Finance, Budgeting etc.</p> <p>Desirable: Knowledge of Government Rules & Regulations and all statutory laws related to taxation, labor etc. Diploma/ Certificate/ Membership in Cost/ Chartered Accountancy. Preference will be given the candidate having experience of Engineering/ Technical Institution like IITs/IISER/IISc. and similar Govt. Institutions.</p>
2.	Junior Superintendent (Sanitation)/ Pay Level - 6/ 35 years	<p>Essential: 3-year Diploma (minimum 55% marks) in Sanitary/Public Health Engineering or equivalent with relevant experience of five years after the Diploma in a post in PB-1 Grade Pay: Rs. 2800 (Pay Level - 5) or equivalent in an organisation of repute.</p> <p>Desirable: Experience of sanitation and hygiene management in a reputed residential educational institutions.</p>

3.	Staff Nurse/ Pay Level – 6/ 35 years	<p>Essential: Bachelor's Degree in Nursing from a recognised institution with at least 55% marks or equivalent grade with relevant experience of two years after the Degree in a reputed hospital recognised by the Central or State Nursing Council. OR 10+2 pass and qualified through the examination held by the Nursing Council with 3-year course is General Nursing and midwifery with relevant experience of three years after the course, in a recognised hospital.</p> <p>Desirable: Experience of Hospital/Health Centres run by reputed residential educational institutions.</p>
<p>Important Note: The applicants must possess the essential educational qualifications and experience indicated above against the respective posts. Non-possession of essential requirements will lead to disqualification.</p>		

Note:-

- (a) A single pdf containing the proof of all requisite educational qualifications must be uploaded with the application.
- (b) A single pdf of all experience certificates must be uploaded with the application.

GENERAL INSTRUCTIONS TO THE CANDIDATES

1	<p>The Institute reserves its right to place a reasonable limit on the total number of candidates to be called for selection process.</p> <p>Fulfillment of qualifications per-se does not entitle a candidate to be called for selection process.</p> <p>The Institute reserves the right not to fill up the posts, cancel the Advt. in whole or in part without assigning any reason and its decision in this regard shall be final.</p>
2	<p>Age relaxation for SC, ST and OBC – NCL candidates against reserved posts shall be admissible as per Government of India norms.</p> <p>In the case of candidates who have served the Institute or other IITs/NITs/CFTIs etc. for at least three years on regular basis, the maximum age limit may be relaxed by 5 years. (No age relaxation for the employees from private organizations shall be admissible under this clause.)</p> <p>Age relaxations as per GoI norms shall also be admissible to the regular employees of Central/State Governments; Ex-Servicemen , PwD etc.</p>
3	<p>The closing date for submission of application shall be considered the cut-off date for age, educational qualification and experience etc.</p>
4	<p>The Institute reserves the right to assign/ transfer the selected candidates to any section/department within the Institute.</p>
5	<p>The Institute follows the reservation norms as per GOI rules for SC, ST and OBC-NCL. Central Govt. approved list of SC, ST and OBC-NCL category are applicable at IIT (ISM), Dhanbad.</p> <p>The SC, ST and OBC-NCL candidates are required to attach a copy of the Caste Certificate with the application in the latest format prescribed by the Govt. of India.</p>

	Valid SC, ST and OBC-NCL certificate issued before the closing date of the submission of application will be considered.
6	<p>A preliminary shortlisting of the candidates shall be made on the basis of essential qualifications and experience mentioned in the advertisement.</p> <p>The final selection will be on the basis of performance of the shortlisted candidates in recruitment test(s) viz. Written test and Trade test/ Computer Proficiency test, as per Recruitment Rules of IIT (ISM) Dhanbad.</p> <p>Institute reserves its rights to decide the method of shortlisting the candidates for recruitment test(s) viz. Written test and Trade test /Computer Proficiency test, in case large number of applications are received.</p>
7	No TA/DA will be paid for appearing in the recruitment tests.
8	<p>Recruitment Fee and mode of payment: Recruitment fee Rs. 500/- to be paid through SBI collect link available on the website of the Institute https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=272342 (Select category: <i>Educational Institutions</i>, Filter by State: <i>Jharkhand</i>, Search for Educational Institution: <i>IIT (ISM), Dhanbad</i>) and the payment details are to be filled in the application form. (Application fee is Non-refundable)</p> <p>Note: SC/ST/PwD/Ex-Servicemen and Female candidates are exempted from payment of recruitment fee.</p>
9	<p>Application is required to be submitted online latest by 5th June, 2023 using the Non-Faculty Recruitment module available on the link https://nfr.iitism.ac.in/index.php/recruitment/User_login</p> <p>Notes:</p> <p>Applications received after the closing dates and incomplete applications will be summarily rejected.</p> <p>The applicants should keep visiting the website of the Institute for any information related to the recruitment process.</p> <p>The candidates applying for the post(s) should ensure that they meet all the eligibility conditions. If at any stage it is found that the candidate is not meeting the eligibility conditions, his/her candidature will be summarily rejected.</p> <p>The candidates presently employed in the Central Government/ State Govt. / Union Territory Administration/ Central or State Autonomous Bodies/ Central or State PSUs have to submit No Objection Certificate (NOC) from their employer for applying against this advertisement. They may submit their application without NOC, however, they will have to produce the NOC at the time of document verification, before selection, failing which their candidature may be cancelled.</p> <p>Candidates are advised to fill the application form and deposit the exam fee, without waiting for the last date to apply.</p>
10	Legal disputes, if any, regarding the above will be restricted within the jurisdiction of Dhanbad only.

Registrar (Actg.)