Indian Institute of Technology (Indian School of Mines), Dhanbad

Instruction for filling online application on IIT (ISM) Portal

If you want to apply for more than one post please register with different email id.

For any type of communication to resolve your technical issues please use your registered email ID ONLY.

Please fill the form carefully you may not get chance to edit after submission of form. Keep application form number and mention it in your communication.

All candidates must upload all necessary academic certificates with their application form (class X – onwards). (All original certificates are required at the time of the interview) (Maximum Size 1024 KB) Type PDF.

SC/ST/OBC/EWS candidates must upload relevant certificates from a competent authority (If applicable). (Maximum Size 1024 KB) Type PDF..

PWD candidates must upload Disability Certificate from a competent medical authority (If applicable).
(Maximum Size 1024 KB) Type PDF.

Handwritten document one page. (Maximum Size 1024 KB) Type JPG

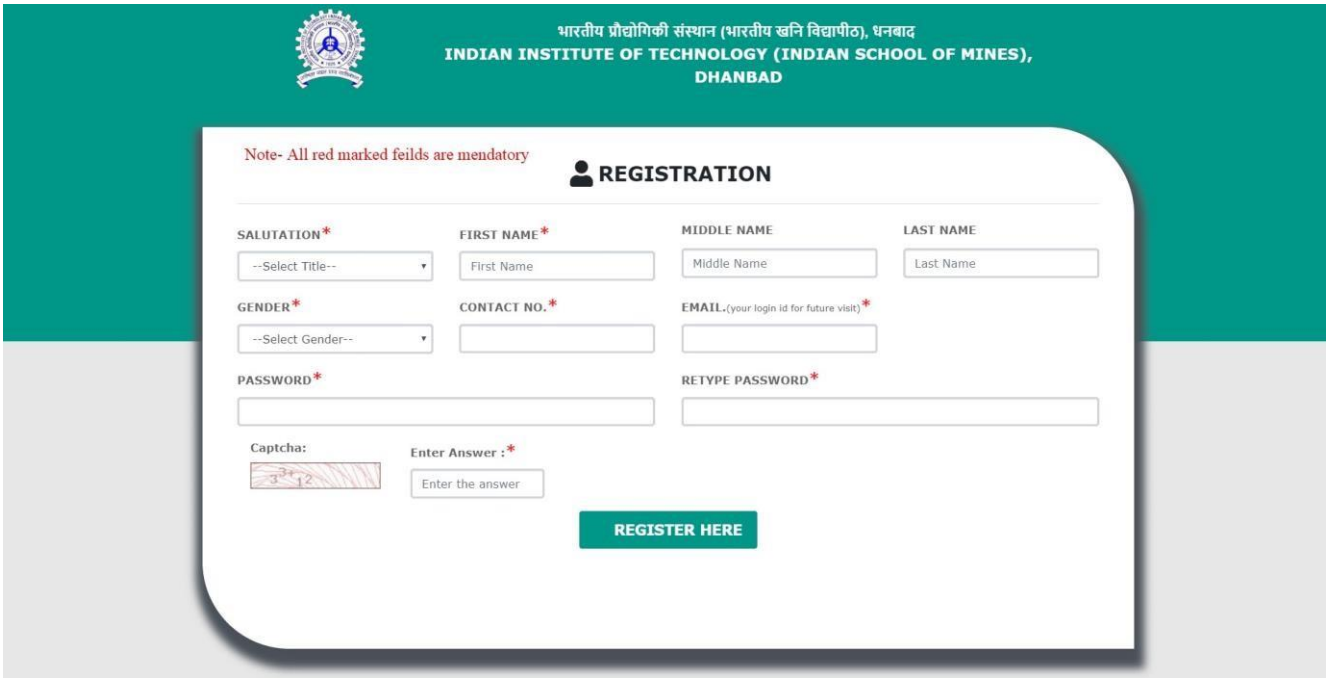
Passport photo (Maximum Size 100 KB) Type JPG

Scanned signature (Maximum Size 100 KB) Type JPG

Payment receipt (Maximum Size 100 KB) (.pdf), if exempted from paying fees please upload a self- signed certificate in this regard, but you have to upload some document, it is mandatory

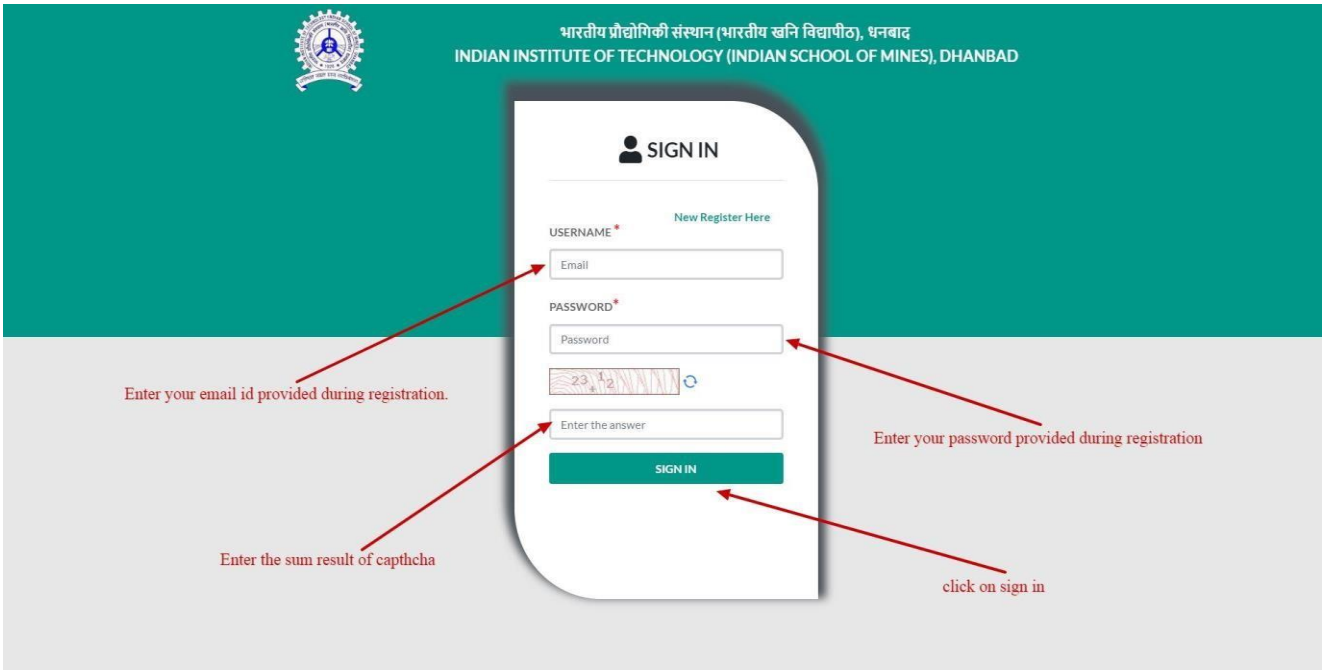
Please follow following step shown below:-

Step 1. Registration, please visit https://nfr.iitism.ac.in/index.php/empreg/registration/register

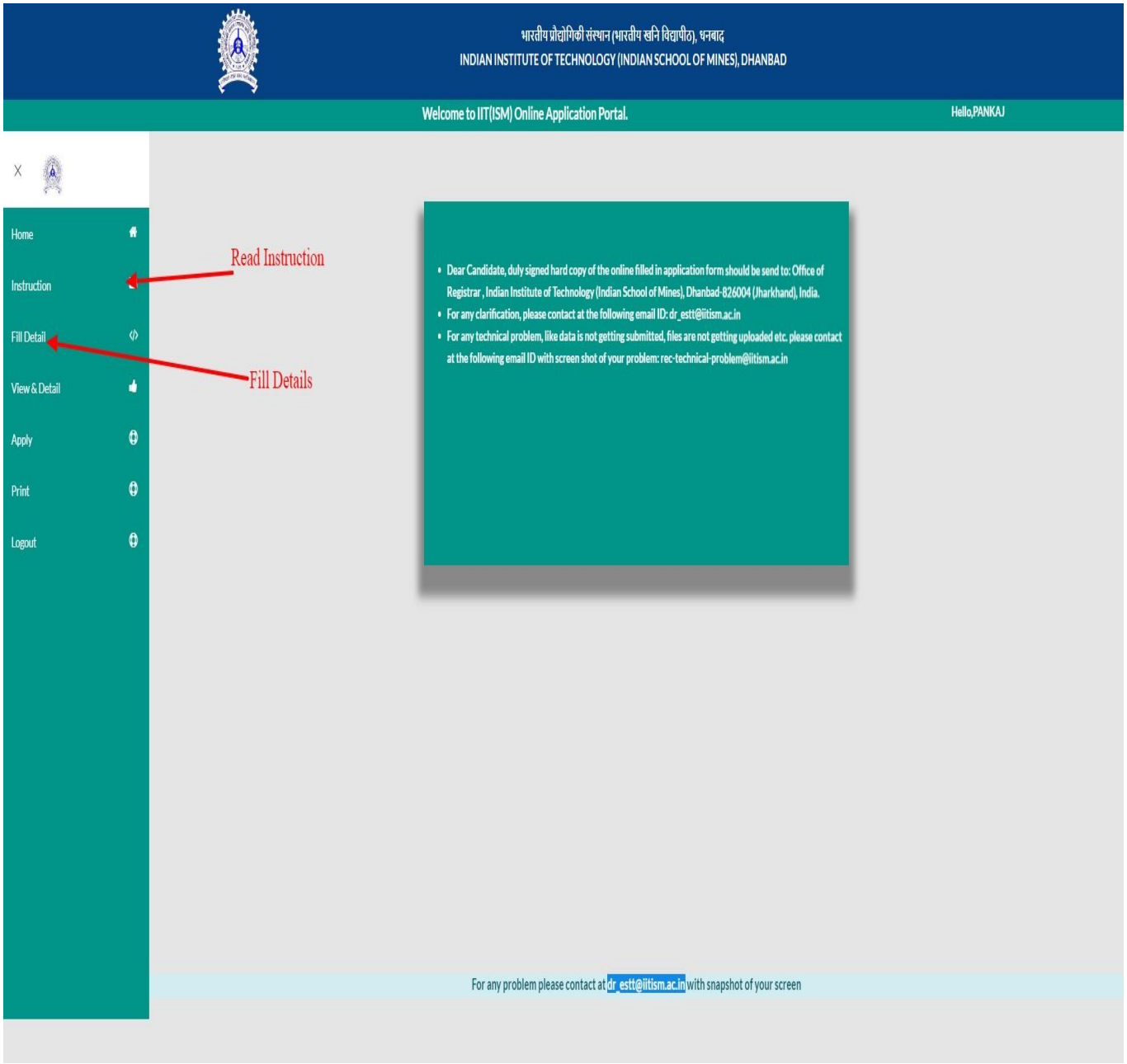


Step 2.After registration, you will receive verification link on your email id. Click on the link to verify .

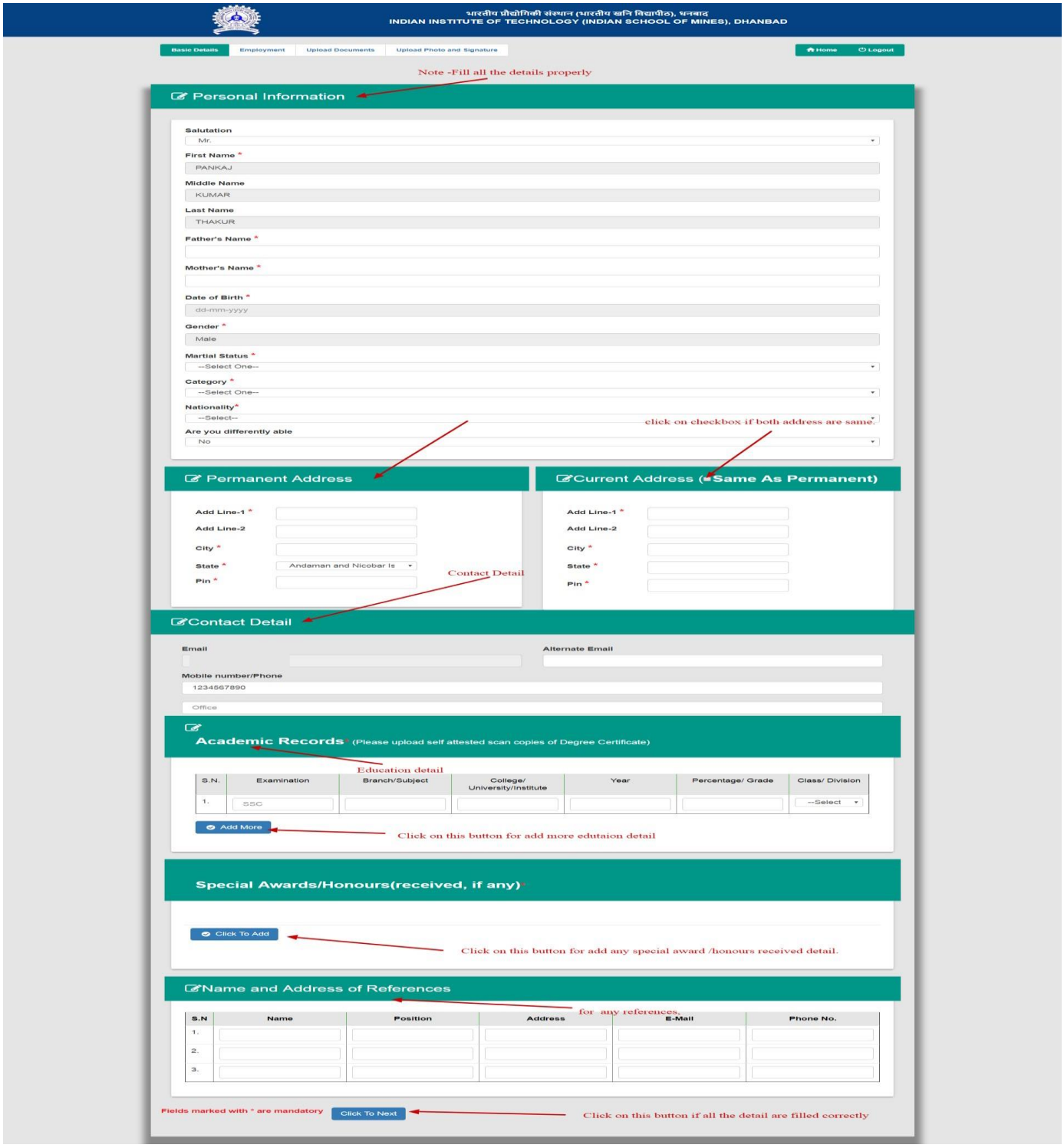
Step 3.Please visit login link https://nfr.iitism.ac.in/index.php/empreg/Registration/login_page


भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD
SIGN IN
New Register Here
USERNAME *
Email
PASSWORD*
Password
Enter the answer
SIGN IN
Enter your email id provided during registration.
Enter your password provided during registration
Enter the sum result of capthcha
click on sign in

Step 4.After login you will redirected to dashboard. Please read all the detail and instructions carefully.



Step 5.After reading instructions click on “fill details” and fill all details properly. (Please fill the details carefully, you will not get chance to edit the information afterwards)



Step 6. Next step will be "employment details" ,"Payment detail", "Present employment" and click on click to next and save and next.

(Please enter all your experiences carefully, you will have to show the proof of employment at any stage of recruitment). Start filling the details from your first job and finish it with your last job. Pl fill your present job, if you are still working pl fill the respective entries carefully. **Pl do**

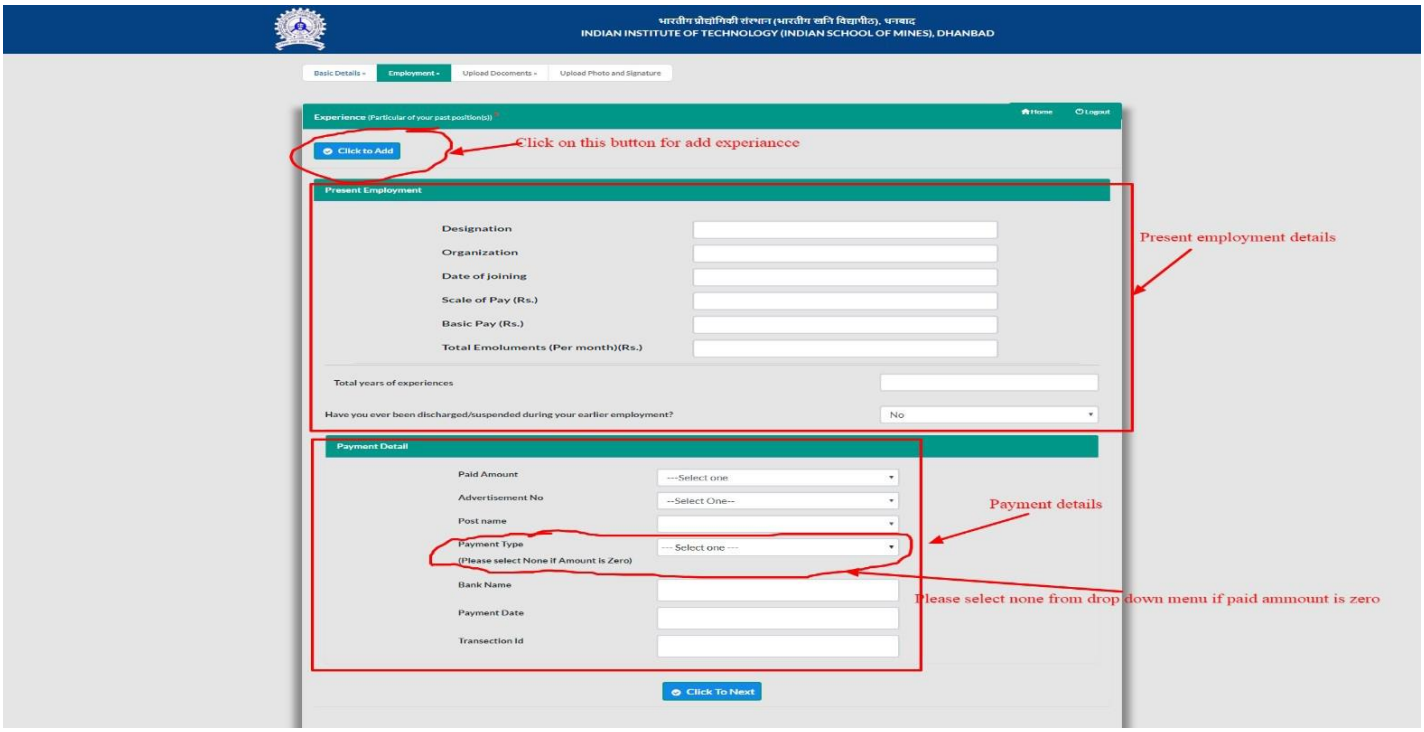
not keep any field blank, if data is not available either use 0 for number or use NA for text) Please make necessary payment online first and then start filling the form. Keep one copy of payment receipt with you.

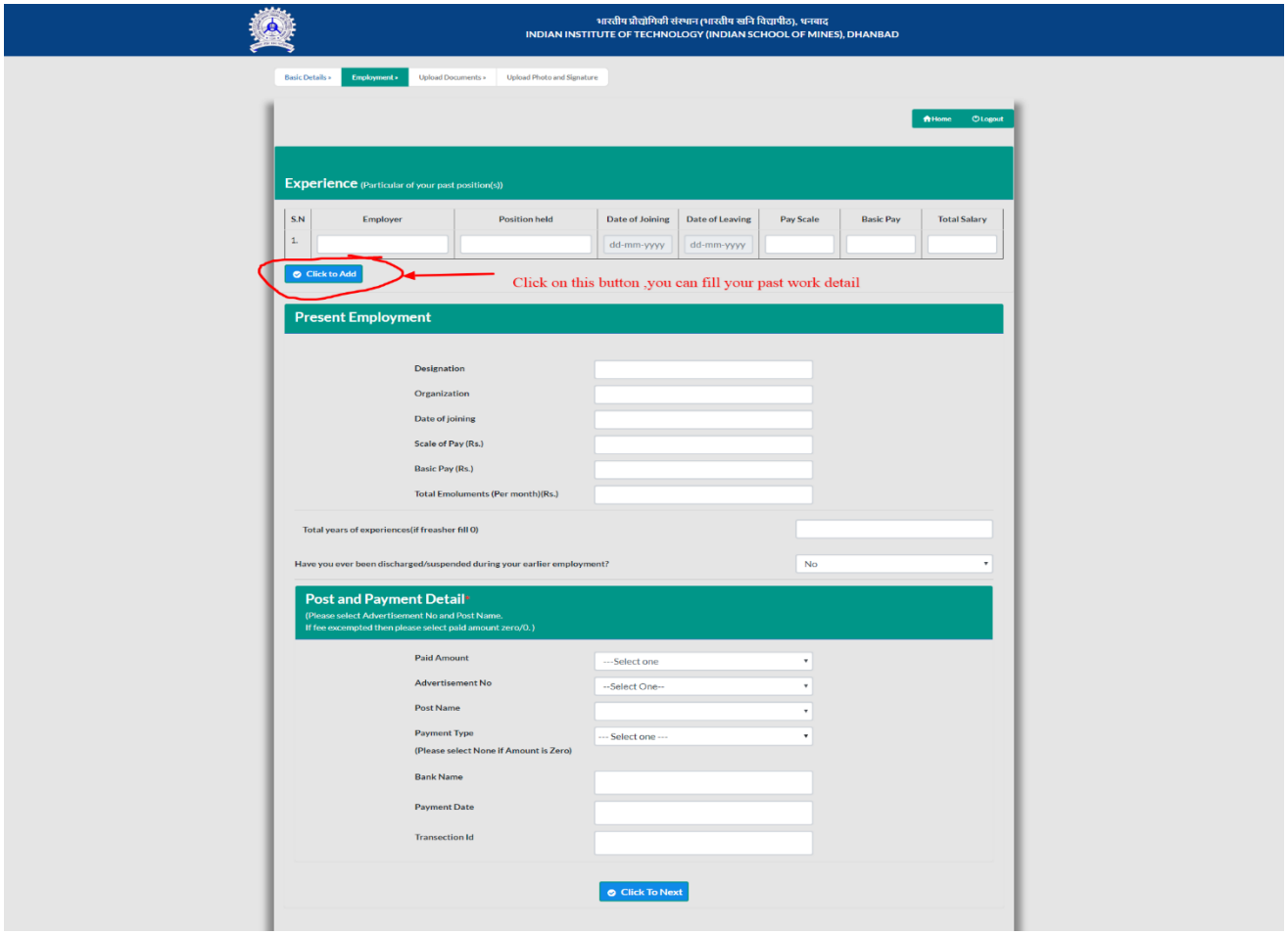
Following are the guidelines for candidates to pay recruitment fee:

1. Payment of requisite fee may be made by clicking the following link:

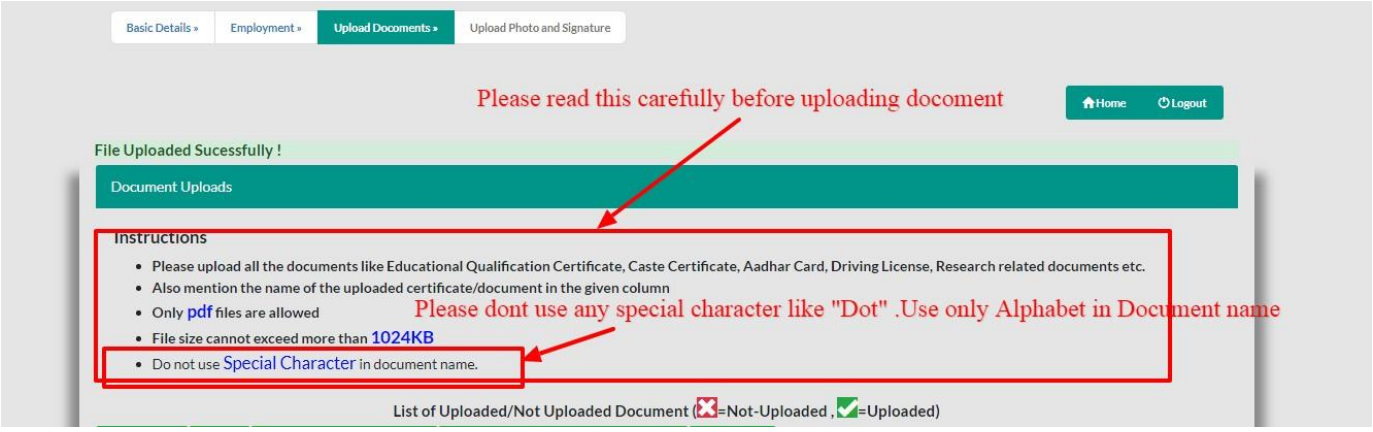
https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=272342

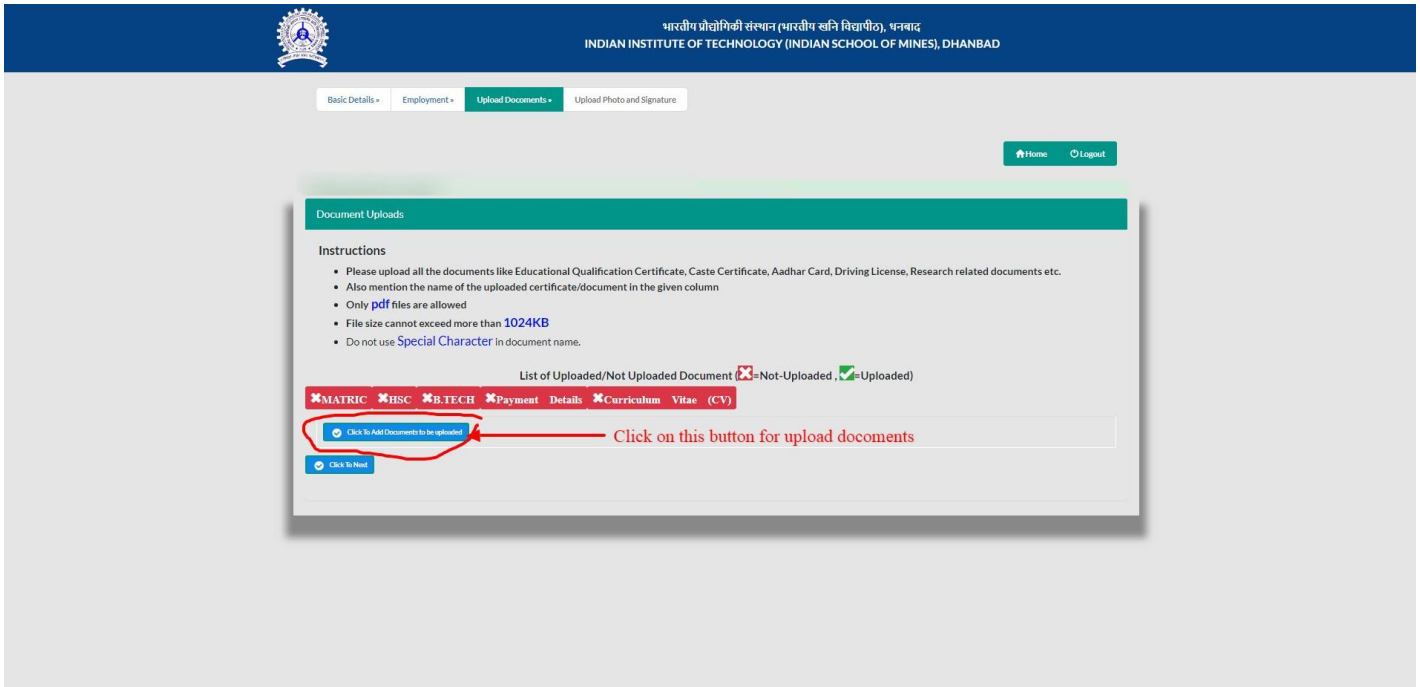
2. Click check box to proceed for payment.
3. Select Category "**RECRUITMENT FEE**" from Drop Down Menu
4. Fill the details, viz. Advt. No., Post of Application, Name etc. and select application fee (1000/500) as applicable as per detailed Advt.
5. Submit and Proceed for payment through Net Banking/ Credit Card/ Any SBI Branch etc.
6. After payment print Payment Receipt for further processing.





Step 7.Please read the instructions for uploading the documents, the file size and type must be same as given in instruction.

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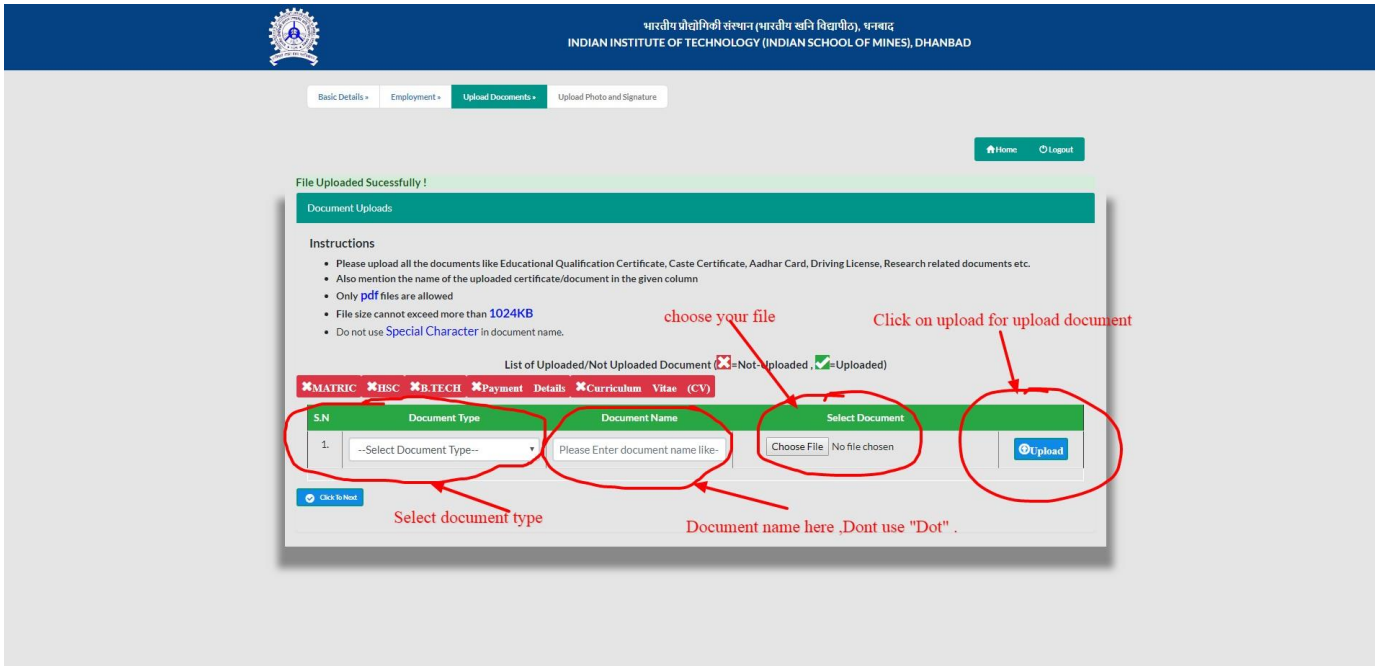
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD
Basic Details »
Employment »
Upload Documents »
Upload Photo and Signature
Home
Logout
Document Uploads
Instructions
Please upload all the documents like Educational Qualification Certificate, Caste Certificate, Aadhar Card, Driving License, Research related documents etc.
Also mention the name of the uploaded certificate/document in the given column
Only pdf files are allowed
File size cannot exceed more than 1024KB
Do not use Special Character in document name.
List of Uploaded/Not Uploaded Document (=Not-Uploaded , =Uploaded)
MATRIC
HSC
B.TECH
Payment Details
Curriculum Vitae (CV)
Click To Add Documents to be uploaded
Click on this button for upload docoments
Click To Next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Basic Details »
Employment »
Upload Documents »
Upload Photo and Signature
Home
Logout
File Uploaded Sucessfully !
Document Uploads
Instructions
Please upload all the documents like Educational Qualification Certificate, Caste Certificate, Aadhar Card, Driving License, Research related documents etc.
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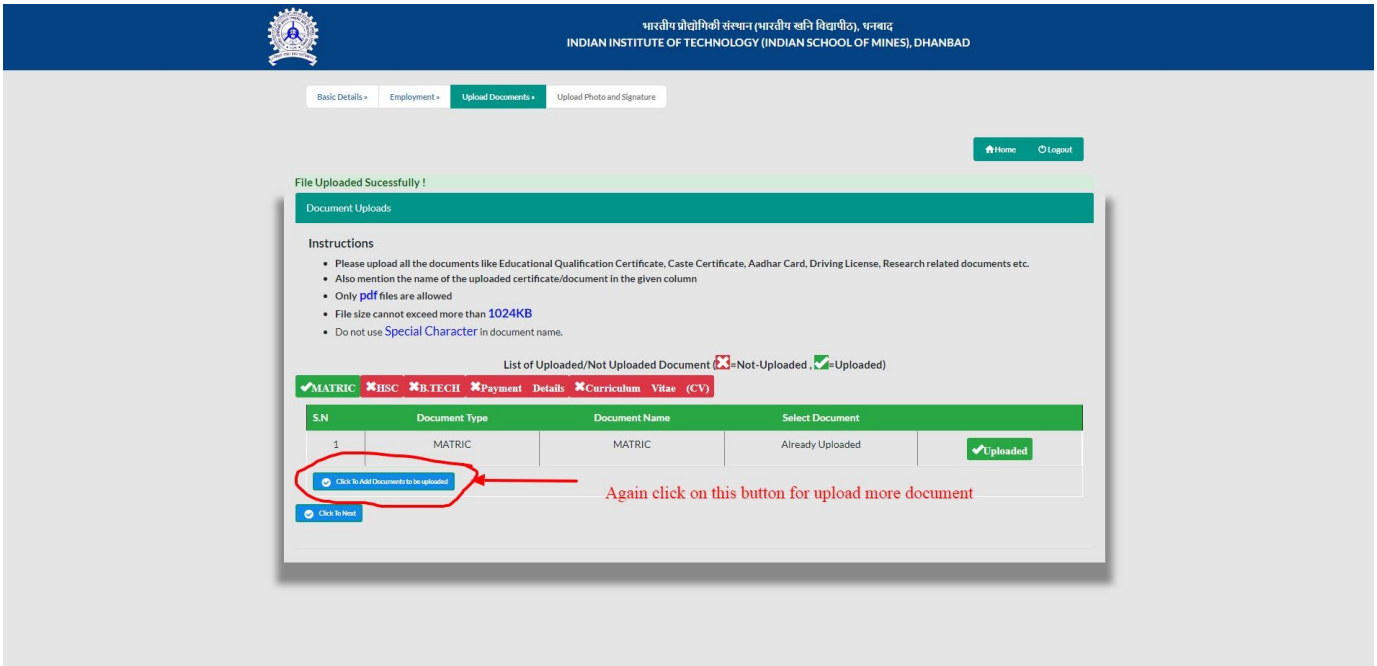
choose your file
Click on upload for upload document
List of Uploaded/Not Uploaded Document (=Not-Uploaded , =Uploaded)
MATRIC
HSC
B.TECH
Payment Details
Curriculum Vitae (CV)
S.N
Document Type
Document Name
Select Document
1.
--Select Document Type--
Please Enter document name like-
Choose File
No file chosen
Upload
Click To Next
Select document type
Document name here ,Dont use "Dot" .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Basic Details »
Employment »
Upload Documents »
Upload Photo and Signature
Home
Logout
File Uploaded Sucessfully !
Document Uploads
Instructions
Please upload all the documents like Educational Qualification Certificate, Caste Certificate, Aadhar Card, Driving License, Research related documents etc.
Also mention the name of the uploaded certificate/document in the given column
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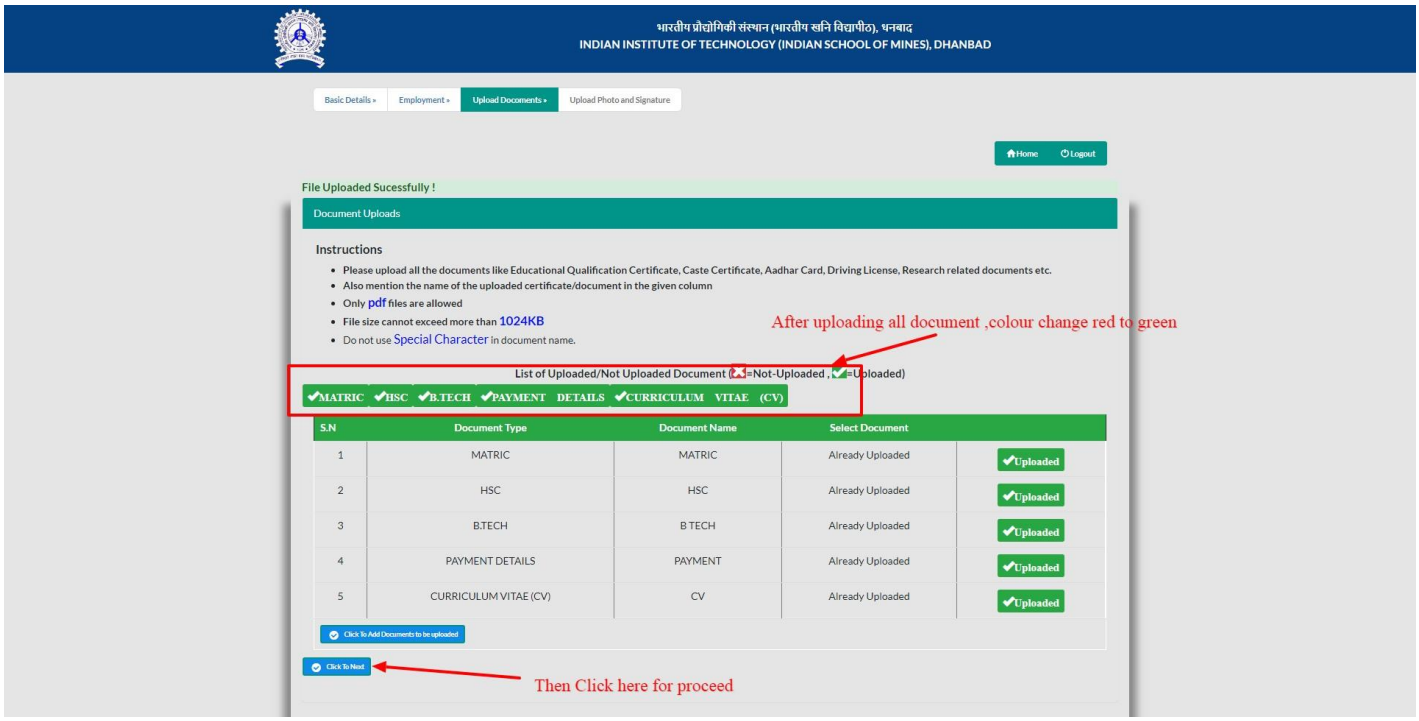
List of Uploaded/Not Uploaded Document (=Not-Uploaded , =Uploaded)
MATRIC
HSC
B.TECH
Payment Details
Curriculum Vitae (CV)
S.N
Document Type
Document Name
Select Document
1
MATRIC
MATRIC
Already Uploaded
Uploaded
Click To Add Documents to be uploaded
Click To Next
Again click on this button for upload more document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Upload Documents »
Upload Photo and Signature
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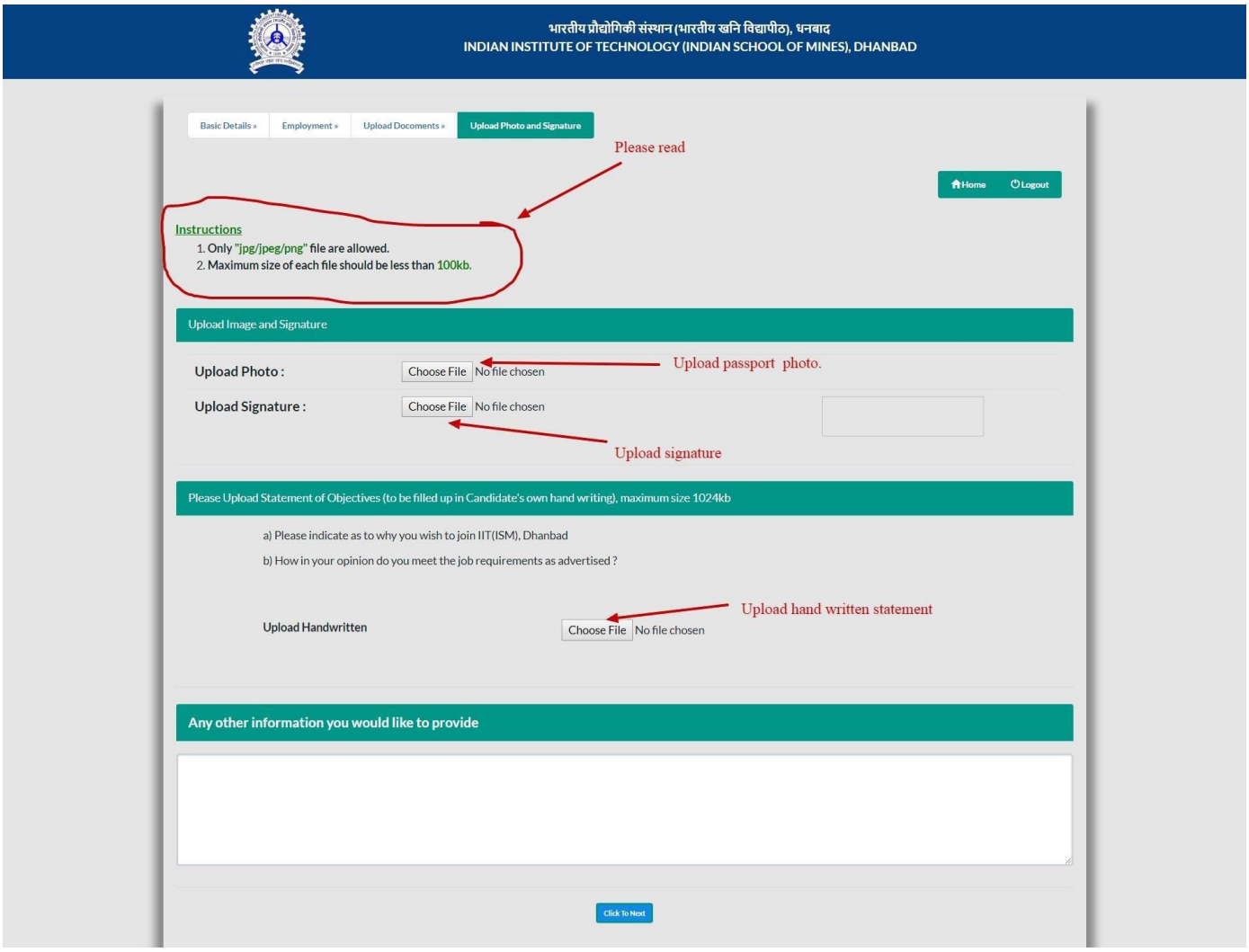
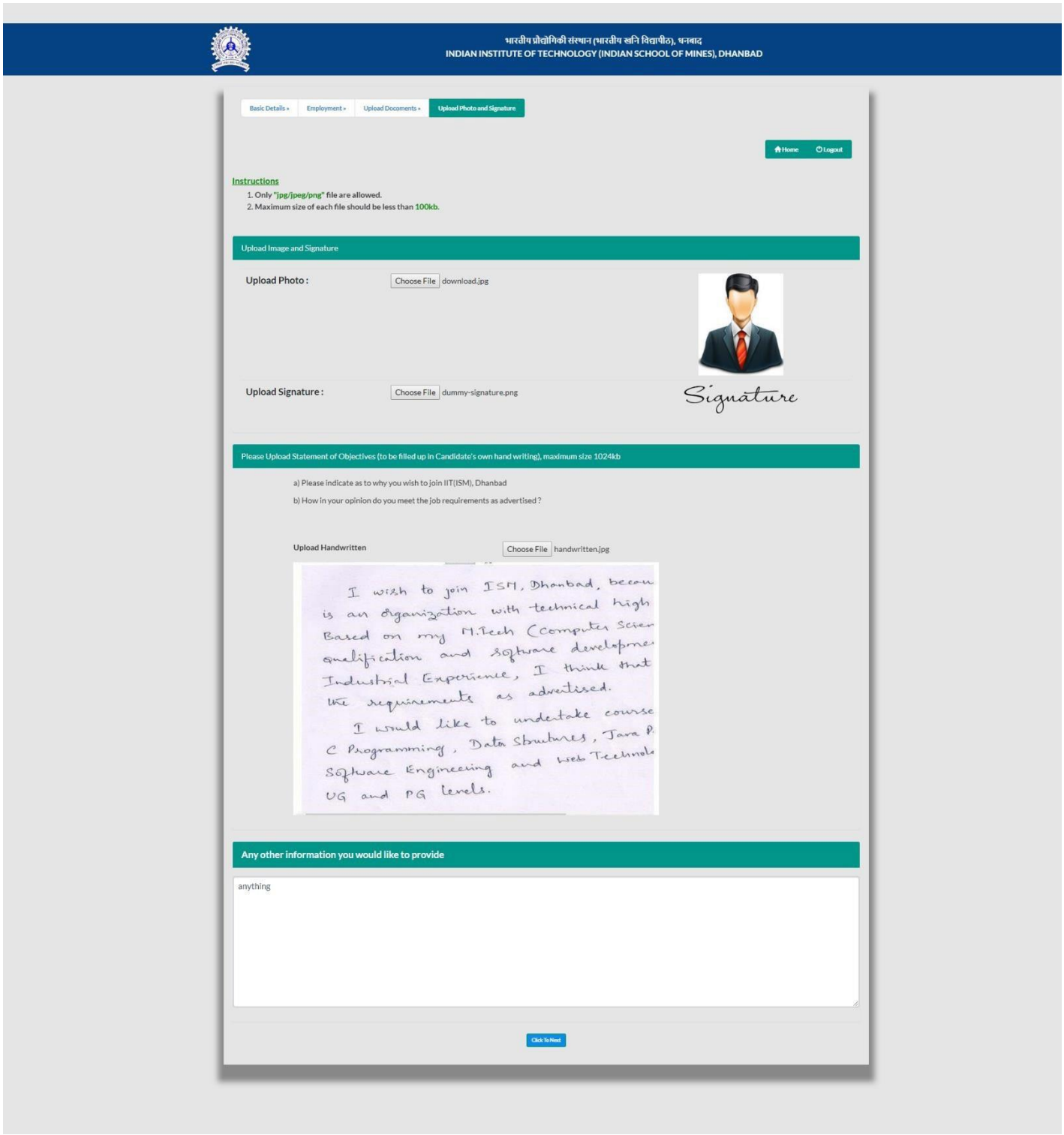
Do not use Special Character in document name.
After uploading all document ,colour change red to green
List of Uploaded/Not Uploaded Document (=Not-Uploaded , =Uploaded)
MATRIC
HSC
B.TECH
PAYMENT DETAILS
CURRICULUM VITAE (CV)
S.N
Document Type
Document Name
Select Document
1
MATRIC
MATRIC
Already Uploaded
Uploaded
2
HSC
HSC
Already Uploaded
Uploaded
3
B.TECH
B TECH
Already Uploaded
Uploaded
4
PAYMENT DETAILS
PAYMENT
Already Uploaded
Uploaded
5
CURRICULUM VITAE (CV)
CV
Already Uploaded
Uploaded
Click To Add Documents to be uploaded
Click To Next
Then Click here for proceed

Step 8.In this step you must upload recent photo graph and clear signature and hand written statement.





Example for hand written notes

I wish to join ISM, Dhanbad, becau
is an organization with technical high
Based on my M.Tech (Computer Scien
qualification and software developme
Industrial Experience, I think that
the requirements as advertised.

I would like to undertake course
C Programming, Data Structures, Java P.
Software Engineering and Web Technolo
UG and PG levels.

Passport size photograph and signature must be in proper visible format.

भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD

Home
LogOut

Please Verify the details you have filled before applying.

Photo

Signature

Personal Information

Salutation	:
Name in Full	:
Father Name	:
Mother Name	:
Date Of Birth	:
Gender	:
Marital Status	:
Category	:
Nationality	:
Are you physically challenged	:
Address Permanent	:
Address Present	:
Contact	:
Email Id	:

Academic Records (Please upload self attested scan copies of deg

Examination	Branch/Specialization	College/University/Institute	Year	Percentage/Grade	Class/Division
MATRIC	MATH,SCIENCE,SST,ENGLISH,HINDI	JAC RANCHI	2008	71.80	FIRST
HSC	SCIENCE	CBSE DELHI	2010	59.80	FIRST
B.TECH	COMPUTER SCIENCE AND ENGINEERING	AKU PATNA	2015	72.42	FIRST

Special Awards/Honours(received, if any)

S.N	Year	Name of Award/Honour	Name of Organisation

Names and addresses of three References

S.N	Name	Occupation or position	Address	Fax	E-Mail	Phone No.

Experience (Particular of your past position(s))

S.N	Employer	Position held	Date of Joining	Date of Leaving	Pay Scale	Basic Pay	Total Salary
1							
1							

Other Details

Total years of the experiences after attaining essential qualification : 4

Uploaded Documents

S.N	Document Name	Document
1	MATRIC	click to view
2	HSC	click to view
3	B TECH	click to view
4	PAYMENT	click to view
5	CV	click to view

Handwritten Uploads

I wish to join ISM, Dhanbad, becau
is an organization with technical high
Based on my M.Tech (Computer Scien
qualification and Software developme
Industrial Experience, I think that
the requirements as advertised.
I would like to undertake course
C Programming, Data Structures, Java P
Software Engineering and Web Technolo
UG and PG levels.

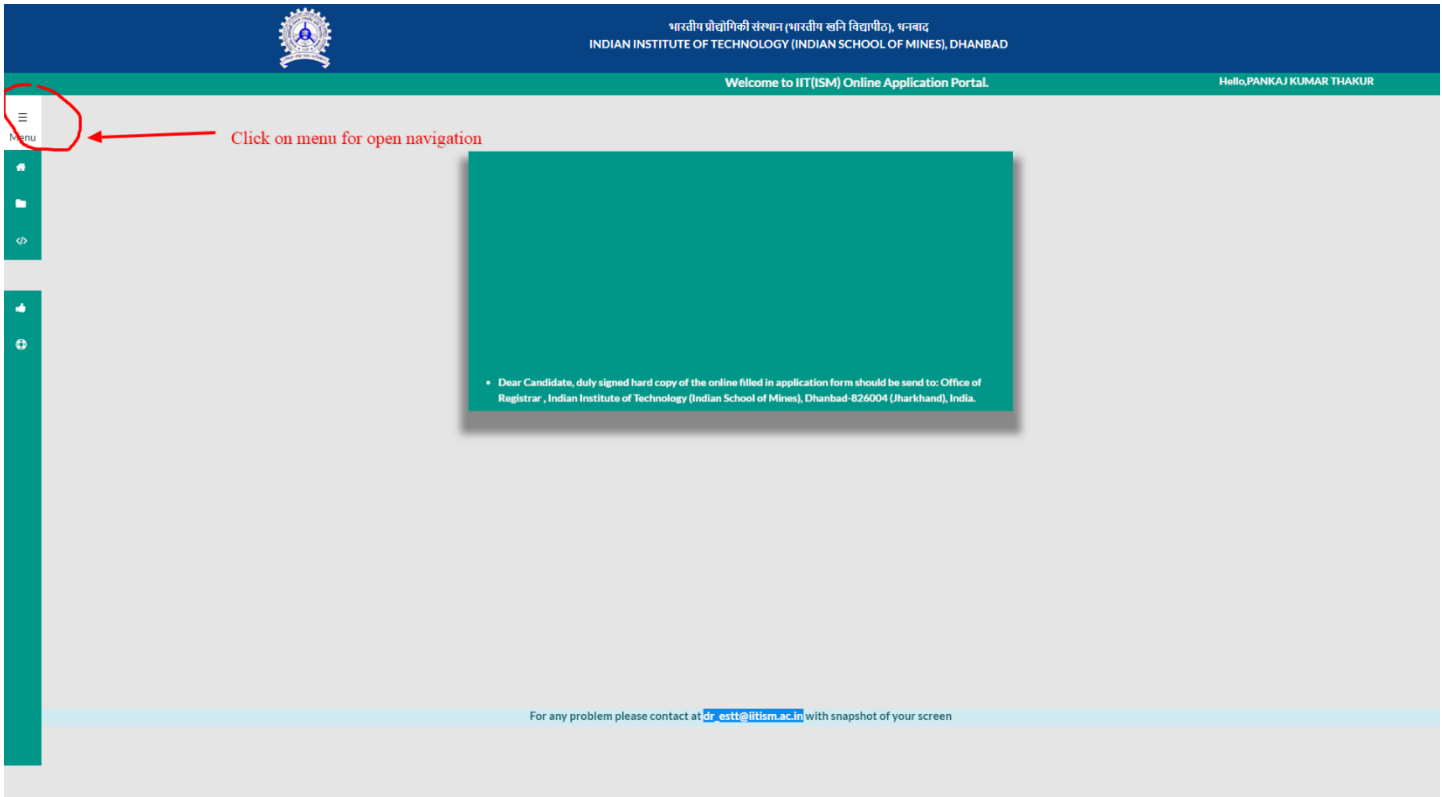
Any other information you would like to provide:

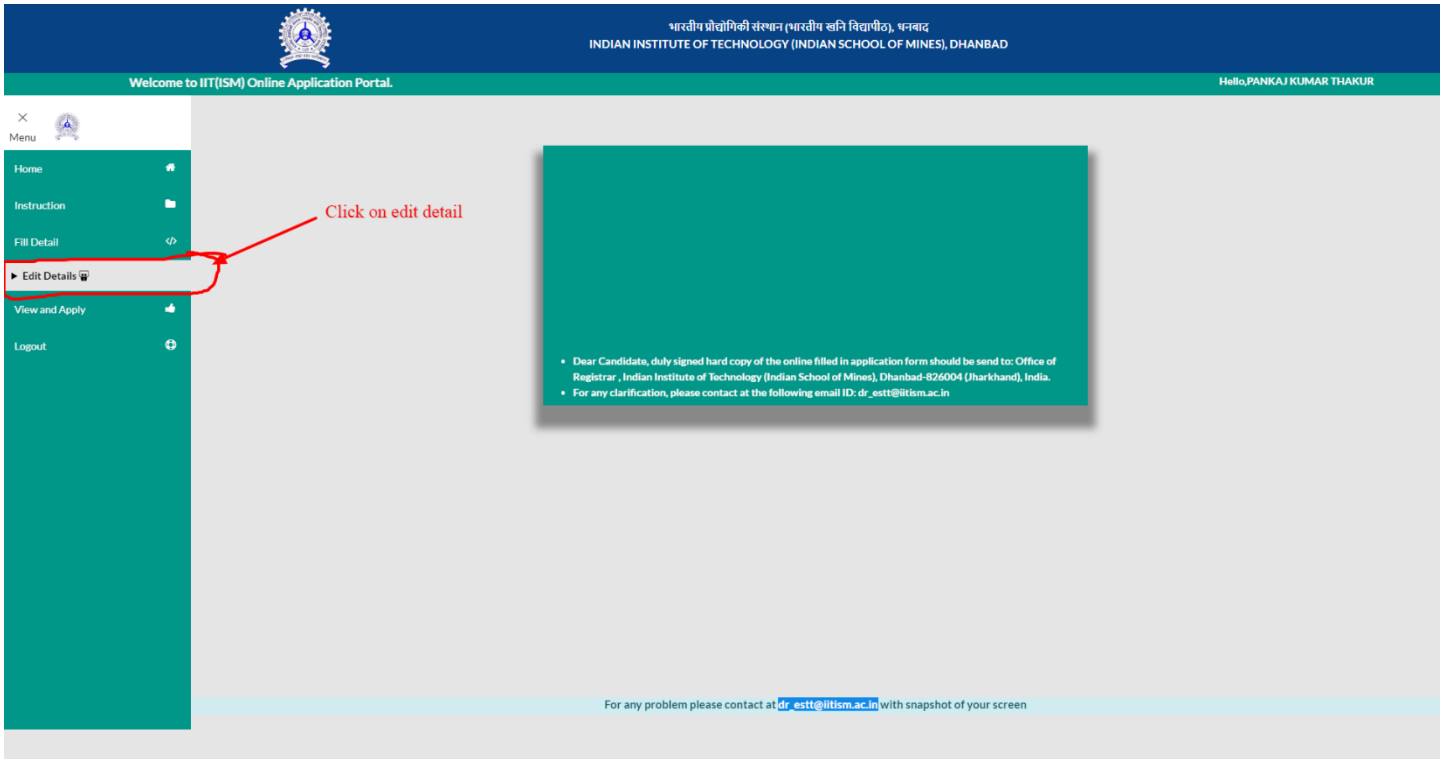
FGHFGHFGHFGHFGH

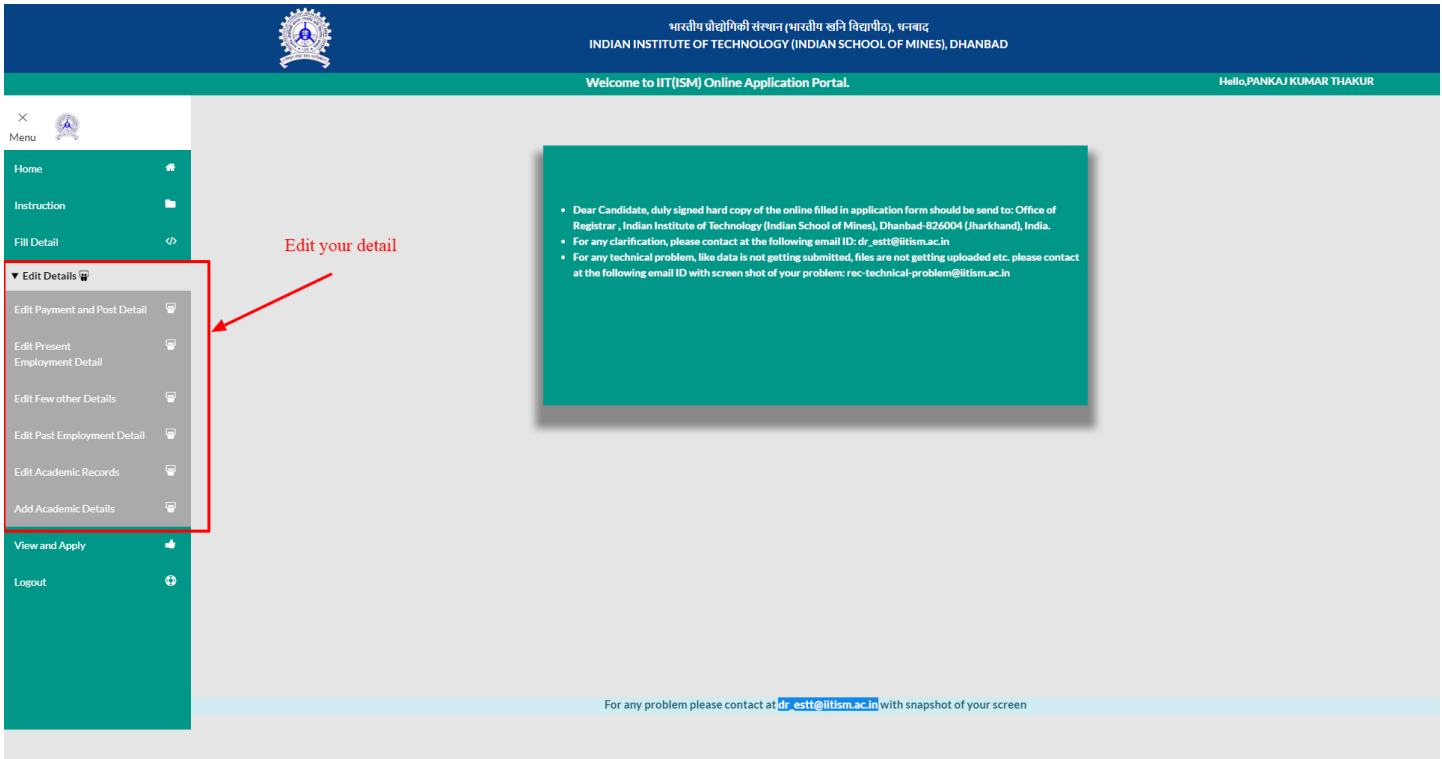
Click here for continue

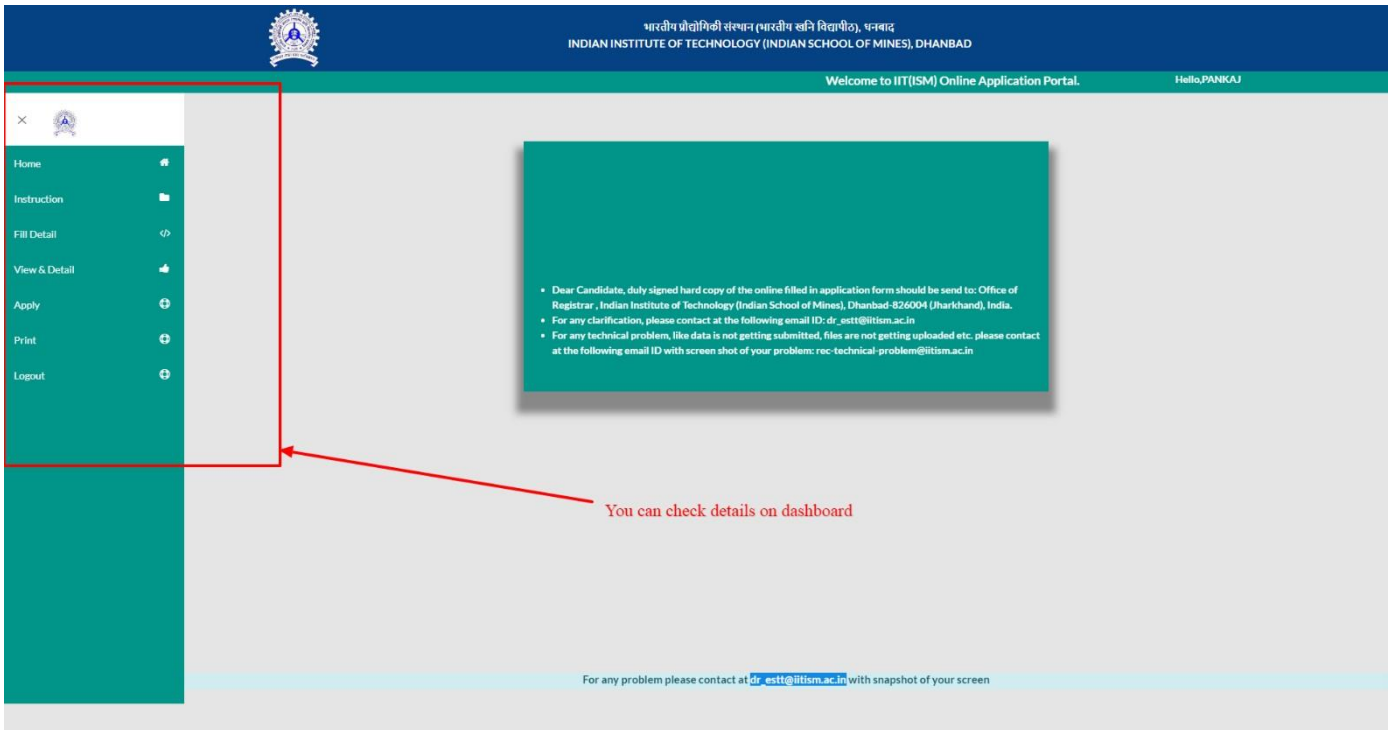
Continue

On dashboard you can check details Edit your detail before apply .

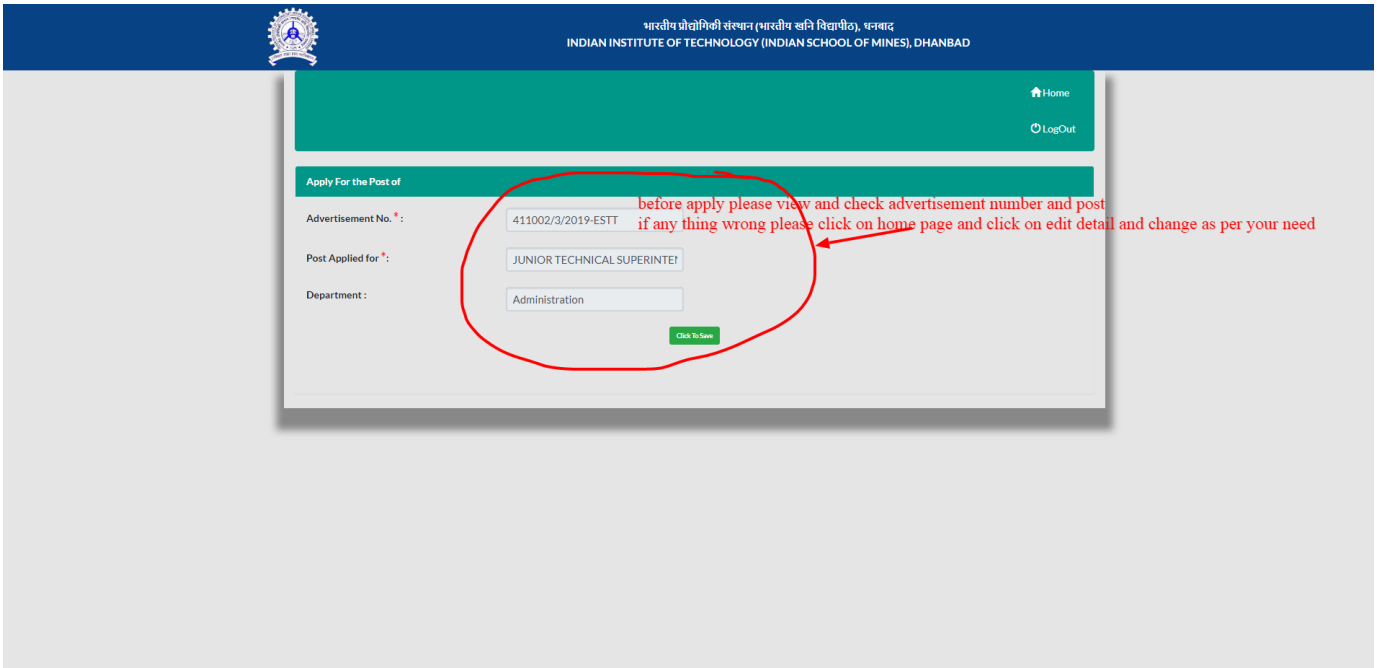





भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD
Welcome to IIT(ISM) Online Application Portal.
Hello,PANKAJ KUMAR THAKUR
Menu
Home
Instruction
Fill Detail
Edit Details
Edit Payment and Post Detail
Edit Present Employment Detail
Edit Few other Details
Edit Past Employment Detail
Edit Academic Records
Add Academic Details
View and Apply
Logout
Edit your detail
Dear Candidate, duly signed hard copy of the online filled in application form should be send to: Office of Registrar , Indian Institute of Technology (Indian School of Mines), Dhanbad-826004 (Jharkhand), India.
For any clarification, please contact at the following email ID: dr_estt@iitism.ac.in
For any technical problem, like data is not getting submitted, files are not getting uploaded etc. please contact at the following email ID with screen shot of your problem: rec-technical-problem@iitism.ac.in
For any problem please contact at dr_estt@iitism.ac.in with snapshot of your screen

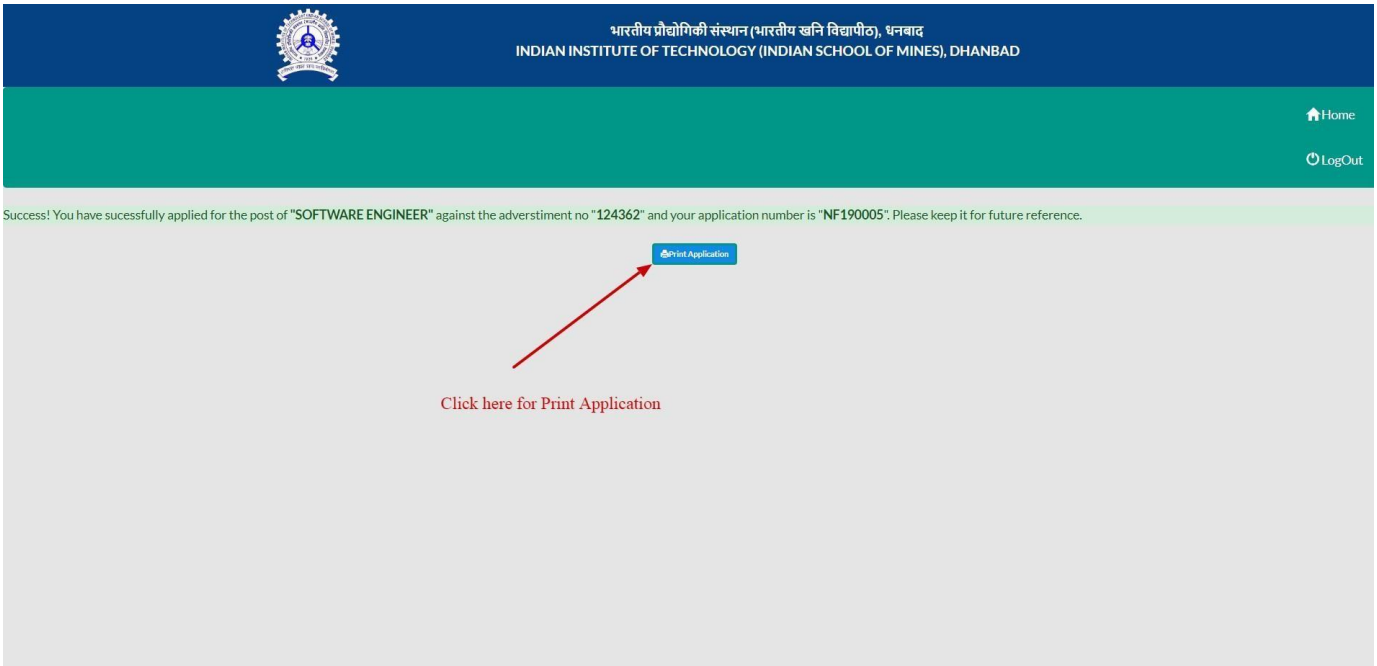

भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ), धनबाद
INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD
Welcome to IIT(ISM) Online Application Portal.
Hello,PANKAJ
Home
Instruction
Fill Detail
View & Detail
Apply
Print
Logout
Dear Candidate, duly signed hard copy of the online filled in application form should be send to: Office of Registrar , Indian Institute of Technology (Indian School of Mines), Dhanbad-826004 (Jharkhand), India.
For any clarification, please contact at the following email ID: dr_estt@iitism.ac.in
For any technical problem, like data is not getting submitted, files are not getting uploaded etc. please contact at the following email ID with screen shot of your problem: rec-technical-problem@iitism.ac.in
You can check details on dashboard
For any problem please contact at dr_estt@iitism.ac.in with snapshot of your screen

Step 9. Apply for the post. Now you are ready to submit your application. Pl recheck all the data, uploaded files, photo etc before applying as you will not be able to change it any more.



Step 10. Print Application:

Please print application and keep it for future use in the recruitment process.



Step 11. Post the downloaded application, all self attested certificates you have uploaded, payment receipt or undertaking if you are exempted for paying fees before the last date , **by speed post or registered post to**

Registrar,
IIT (ISM),Dhanbad
826004
Jharkhand

Note: MUST keep a copy of application and all documents with you.

Some frequently asked questions

1. I am an SC/ST candidate my fees is not required what should I upload (Same questions from all who has nothing to pay)?

Ans:

   a. Pl select 0 in payment figure and fill accordingly
   b. Upload a self-signed certificate stating why the fees is exempted

   (Most important is you have to select 0 and upload a file both are mandatory)

2. I have to upload two or more files for same point like hand written document etc?

Ans:

   a. You can upload only one file, two ways to upload multiple file:
      i. In upload section you can upload under "Others" but this you have to plan before uploading the data.
      ii. Merge both handwritten jpg file in one file and then upload a single file.

   (In any case under handwritten part two files cannot be uploaded)

3. I am trying to upload again and again but the personal detail page is giving error in SSC?

Ans:

   a. Please enter all the data carefully, SSC part has to be re-written, pl do not confuse with default value, this is only for marking the start point, if you want to continue SSC itself, overwrite SSC or enter Matric or 10th etc. Pl do not put any space or any special character here, like somebody is entering "Matric Certificate" this is not allowed as there is a space between Matric and Certificate. So be careful. Similar steps has to be taken in all such places.

4. I have filled the form but not yet submitted but I have done some mistake how can I edit?

Ans:

   a. You can edit some information on your own but not all. First finish all steps your edit will be active and you can edit.
   b. You cannot edit all information so please fill the form carefully.

5. I have filled and submitted the form, but sorry I have made some mistake how can I edit?

Ans:

   a. Sorry, you cannot edit now.
   b. Register with new email id and apply again.
   c. Pl View your form before submitting and recheck, if any data is missing or not visible pl edit it again till you are satisfied. Then submit your application.

6. I have filled the form but in apply nothing is appearing?

Ans:

   a. Check your payment details and edit it, here you have to select the post you want to apply for.

7. I have no experience neither I am working any where still the form is asking what should I do?

Ans:

a. These entries are optional and is not to be used by people like you, do not worry just continue.

8. I have no experience but it is showing date field in my present employment part what should I do?

Ans:

a. Do not worry by mistake date filed is clicked just continue leave the date as it is, however you can edit it make it blank, but if it is still showing any date, just continue.

In case of any type of query please contact DR (Estt) dr_estt@iitism.ac.in

All are requested to deposit requisite fees , prepare all certificates, passport size digital photo, scan copy of signature etc. and start filling form now. Click Here for Login