Indian Institute of Technology (Indian School of Mines) Dhanbad

Advertisement No: IIT(ISM)/CC/2017   Dated: 28.02.2017

Indian Institute of Technology (Indian School of Mines) Dhanbad invites applications for the following position on purely contractual basis:

(a) **Technical Assistant (Systems) (on contractual Basis) – 1 (One)**

The eligibility conditions are as under:

	Technical Assistant (Systems)
Qualification	Graduate in any discipline Persons having RHCE/MCSE/CCNA Certificates will be preferred.
Experience	Minimum three years of experience in Computer Hardware Maintenance, Windows and Linux Server Administration, Network Troubleshooting, Arranging Video Conferencing, Firewall Configuration.
Age	Below 40 years
Period of Contract	One Year
Working Days	6 Days per week
Remuneration	Rs. 25,000/- pm (consolidated) No other allowance/facility will be admissible.
Job Description	a) To look after and maintain the Computer Systems and Servers help in conducting video conferencing interviews, Network troubleshooting. b) Day to day maintenance work in connection with Computers, Servers and networking equipments. c) To assist System Manager in conducting online test/examination and practical classes. d) May require to stay after the office hours in case of any emergency. And may require to come on holidays and weekends as and when required.

General Instructions:

1. The applicant should be able to communicate in English and Hindi.
2. The shortlisted applicants shall have to appear for a test and/or interview.
3. The Qualification, Age and Experience may be relaxed for any outstanding candidate by IIT(ISM) without stating any reason thereof.
4. The Institute also reserves the right to fill the posts fully or partially depending on the availability of suitable candidates without assigning any reasons thereof. A candidate not found suitable for the position applied for may be considered for a lower position.
5. Mere eligibility dose not vest any right on any candidate for being called for written test / interview. The Institute may fix higher cut off limits / marks or any other suitable criteria in the event of receipt of large number of applications. The decision of the Institute in all matters shall

be final. No correspondence will be entertained from the candidates in connection with the process of selection/interview. Canvassing in any manner would entail disqualification of the candidature.

6. The Institute shall verify the antecedents or documents submitted by candidates at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidate are fake or the candidate has a clandestine antecedent/background and has suppressed the said information, then his/her contract at the Institute shall be terminated.

7. Candidates should send self-attested copies of certificates and mark-sheets from matriculation onwards in support of their qualifications. Originals should be produced at the time of interview for verification. Incomplete applications or applications without self- attested copies of certificates or applications received after the last date are liable to be rejected.

8. Any dispute with regard to the selection/recruitment process will be subject to Courts / Tribunals having jurisdiction over Dhanbad.

9. In case of any mistake occurring inadvertently in the process of selection, which may be detected at any stage even after the issue of offer of appointment, the Institute reserves the right to withdraw/cancel/modify any communication made to the candidates.

10. No TA/DA shall be paid to the candidates for attending the written test/interview.

11. IIT(ISM) will not issue any postal letter[s] in respect of this advertisement, all communication will be made through IIT(ISM) Website only. Applicants are requested to check IIT(ISM) Website regularly.

12. Since the work is of purely temporary nature, selection/appointment on contract shall not confer any right on the candidate to claim regularization/extension of contract.

13. Duly filled application form with all relevant documents should reach at the following address on or before 31st March, 2017 (03.00 PM), application received after this date and time will not be considered:

System Manager
Computer Centre
Indian Institute of Technology (Indian School of Mines)
Dhanbad – 826 004, Jharkhand

	INDIAN INSTITUTE OF TECHNOLOGY **(INDIAN SCHOOL OF MINES)** **DHANBAD – 826004**	Affix Photograph (Passport size)
	APPLICATION FOR TECHNICAL ASSISTANT (SYSTEMS) **(On Contract Basis)**	
		Candidate's Signature

Advertisement Number	IIT(ISM)/CC/2017	**Application Number**	
Advertisement Date	01 March 2017	**(To be filled by IIT(ISM) official)**	

1. Application for: **TECHNICAL ASSISTANT (SYSTEMS) (On Contract Basis)**

2. Name of Applicant *(In Block Letter):*

3. Father's Name *(In Block Letter):*

4. Date of Birth:

5. Gender:

6. Nationality:

7. Address for Correspondence:

8.   E-mail id:

9.   Mobile No.

10. Educational Qualification : *(start with the highest degree)(Enclosed the self attested copy)*

Sl. No.	Examination Passed	School / College	Board / University	Year	%	Class Division	Subject
1.							
2.							
3.							
4.							
5.							

11. Employment Record : (*start with the current assignment*)*(Enclosed the self attested copy)*

Name and Address of the Employer	Position Held	Nature of Responsibility	Period		Pay-Scale
			From	To	

12. References: (Along with Designation, Affiliation, Email Id, Contact Number)

Declaration by the Applicant

I hereby declare that the particulars given above are correct and that I shall abide by the rules and regulation of the IIT(ISM) Dhanbad.

Date:

Place: Signature of the Applicant

Enclosures : [Please tick against each enclosed item]

1. Self-attested copies of the following documents

    (a) Graduation Degree   [   ]

    (b) DOB Certificate   [   ]

    (c) Experience Certificate   [   ]

    (d) X & XII Certificate   [   ]

2. Any other relevant information.   [   ]