



**संस्थापन सेवाएं (भर्ती) / Establishment Services (Recruitment)**  
**भारतीय प्रौद्योगिकी संस्थान रुड़की / Indian Institute of Technology Roorkee**  
**रुड़की / Roorkee - 247667 (उत्तराखण्ड / Uttarakhand)**  
**Tel : 01332- 284563**

Advertisement No. IITR/Rect Cell/2021/1

Dated : April 08, 2021

Indian Institute of Technology Roorkee, Roorkee invites **only the on-line** applications for the posts as per details given below. The On-line option will remain open from April 12, 2021 to May 11, 2021. To apply on-line, and for important instructions to the candidates, please visit Institute's website [www.iitr.ac.in](http://www.iitr.ac.in). Applicants are advised to visit Institute's website regularly for any update related to this advertisement.

S. No.	Name of post	Specialization of post	Category-wise details of the posts						Total	Pay Level	Age Limit
			UR	SC	ST	OBC	EWS	Divyang			
1.	Junior Technical Superintendent (Group B)	Laboratories Services	01	-	-	-	-	-	01	Level – 6 Rs.35400-112400	18-32 years
2.	Assistant Security Officer (Group B)	Security services	-	-	-	01	-	-	01	Level – 6 Rs.35400-112400	18-32 years
3.	Coach (Badminton-1, Table Tennis-1, Swimming-1, Athletics-1, Hockey-1 and Squash-1) (Group B)	Sports activities	02	-	01	02	01	-	06	Level – 6 Rs.35400-112400	18-32 years
4.	Junior Superintendent (Group B)	Academic, Administration & Accounts, Store Purchase etc.	17	03	01	07	03	01 VH(LV) & 01 HH	31	Level – 6 Rs.35400-112400	18-32 years
5.	Junior Superintendent (Raj Bhasha) (Group B)	Hindi/English translation work	01	-	-	-	-	-	01	Level – 6 Rs.35400-112400	18-32 years
6.	Pharmacist (Group C)	Hospital Services	01	-	-	-	-	-	01	Level – 5 Rs.29200-92300	18-27 years
7.	Junior Lab Assistant (Group C)	Laboratories Services	20	06	04	17	05	01 VH(LV) & 01 HH	52	Level – 3 Rs.21700-69100	18-27 years
8.	Junior Assistant (Group C)	Academic, Administration & Accounts, Store, Purchase etc.	16	06	03	11	03	01 OH (OA,OL) & 01 VH(LV)	39	Level – 3 Rs.21700-69100	18-27 years
9.	Driver Grade II (Group C)	Driving & Maintenance of vehicle	01	-	-	-	-	-	01	Level – 3 Rs.21700-69100	18-27 years

**Abbreviations used:** UR: Un-reserved, SC: Scheduled Castes, ST: Scheduled Tribes, OBC : Other Backward Classes, EWS: Economically Weaker Section, HH: Hearing Handicapped, VH: Visually Handicapped, OH : Orthopedic Handicapped, OA: One Arm, OL: One Leg, LV: Low Vision

The minimum educational qualification and experience are noted against each post:-

S.No.	Name of Post	Minimum qualification and experience
1.	Junior Technical Superintendent	M.Sc in (Electronics/Computer Science/Chemistry/Physics) <b>OR</b> B. Tech/B.E. <b>OR</b> B.Sc. with two years' relevant experience <b>OR</b> MCA with one year experience. Knowledge of computer applications.
2.	Assistant Security Officer	(i) Graduate with 4 years relevant experience. (ii) Should have Military or NCC and Fire Fighting training (iii) Be able to drive light vehicles/motor cycle and handle fire arms, in addition to having a sound health and active habits.
3.	Coach	<b>(Qualification for Badminton, Table Tennis, Swimming, Athletics and Hockey coaches)</b> 1. University Degree and recognized Diploma in Physical Education or BPED from Laxmibai College of Physical Education or equivalent 2. Distinguished sportsman who have represented the Country in recognized International events may also be made eligible for appointment on contractual basis provided they possess a University Degree and the condition of possessing a Diploma in Physical Education or equivalent qualification shall not apply. 3. Diploma in sports coaching from NSNIS, Patiala or equivalent in the above games. 4. At least two years of coaching at CFTI/University/PG level Institutions. <b>(Qualification for Squash coach)</b> 1. University Degree and recognized Diploma in Physical Education or BPED from Laxmibai College of Physical Education or equivalent. 2. Distinguished sportsman who has represented the Country in recognized International events may also be considered for appointment on contractual basis provided they possess a University Degree (the condition of possessing a Diploma in Physical Education or equivalent shall not apply). 3. World Squash Federation (WSF): Minimum Level -2 Coaching Course.
4.	Junior Superintendent	(i) Master Degree OR Bachelors Degree with two years relevant experience. (ii) Knowledge of computer office applications & Secretariat practices.
5.	Junior Superintendent (Raj Bhasha)	Post-graduate degree in Hindi preceded by a Bachelor's degree with English as a subject OR Bachelor's degree with Hindi as one compulsory subject and post-graduation in English from any recognized University, with at least one year of relevant translation experience with essential working expertise in computer applications in Hindi and English. <b>OR</b> English as an essential subject at the level of 10+2 (12 <sup>th</sup> ) and thereafter Bachelor's degree with Hindi as the main subject and atleast 03 years experience of translation from Hindi to English and vice versa in any Central/State Government organization or any other government/semi government organization.
6.	Pharmacist	(i) 10+2 or equivalent with Science Stream. (ii) Diploma or Degree in Pharmacy granted by an Institution of the Central/State Govt. or an Institution recognized by the Central or State Govt. (iii) Should be registered as a "Pharmacist" under the Pharmacy Act, 1948.
7.	Junior Lab Assistant	Bachelors Degree in (Physics, Chemistry & Mathematics/Computer Science) <b>OR</b> BCA <b>OR</b> Diploma in Engineering of three years' duration in appropriate field. Knowledge of computer applications.
8.	Junior Assistant	Bachelors Degree with knowledge of computer office applications.
9.	Driver Grade II	Senior Secondary (10+2) pass with Driving License of both heavy and light duty vehicles with 03 years of driving and maintenance experience <b>OR</b> 10+2 pass with ITI course with Driving license for both heavy and light duty vehicles with 02 years of relevant experience.

### **Important Instruction to the Candidates**

- (A) The candidates applying for the posts should ensure themselves that they fulfill all eligibility conditions with respect to qualification requirements, age criteria, caste certificate etc. for admission to examination. Their admission at Tier-I Screening and Short-listing examination will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of call letter-cum-admit card and appearance or qualifying the screening test will not imply that his/her candidature has been finally cleared by the Institute for Tier-II second examination. The Institute will take up verification of minimum eligibility conditions with reference to original documents, only for the candidates who have been shortlisted for the second level examination.
- (B) Date for determining the eligibility of all candidates in every respect shall be according to the prescribed closing date for submission of the online applications. The applicants are advised to fill all their particulars in the online application carefully.

### **General Instructions to the Candidates**

1. The candidates are required to pay a **non-refundable application fee of Rs. 250/- (Rupees two hundred fifty only) for each post through online portal at the link <https://iitrpaydemo.azurewebsites.net/NonTeachingpost>**, No fee is required from IIT Roorkee regular employees, SC/ST candidates, Divyang (Persons with Disabilities) candidates and women candidates.
2. The candidates applying for more than one post, additional fee @ Rs. 250/- per post will be paid for each post.
3. The candidates are required to apply through On-Line mode only. The On-line option will remain open from April 12, 2021 to May 11, 2021. Link will automatically disable at 11:59:59 PM (IST) on last date.
4. The relaxation in age are as under:-
  - a) The maximum age limit will be considered on the closing date for submission of the on-line application (i.e. May 11, 2021). The relaxation of 05 years to SC/ST candidates and 03 years to OBC candidates with additional 10 years age relaxation to Divyang (Persons with Disabilities) candidates will be given in accordance with the Government of India rules. Relaxation in upper age limit for those applicants, who are in Central Government or Central Government Autonomous body, Ex-Serviceman, shall be admissible as per the Government of India rules. Further, the Institute may consider relaxation in upper age limit in case of highly experienced and deserving candidates.
  - b) The age preferably below 55 years will be admissible for the persons working in IIT Roorkee (a) on contract on fixed monthly emoluments selected through open advertisement & duly constituted Selection Committee and have requisite educational qualification/experience, (b) persons working on Compassionate Ground on fixed monthly emoluments, (c) Y-pool Workers.
  - c) Regular employees of other IITs or CFTIs who are educationally qualified can be considered for recruitment upto a maximum of 50 years of age.
  - d) Certificate in support of experience should be given by appropriate authority clearly mentioning the period of work done and nature of work.
5. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.
6. Preference will be given to 'Persons with Disabilities (Divyang)', even where the reservation is not marked and suitable Divyang applicants are available.

7. Incomplete applications/without relevant supporting enclosures/without prescribed fee will be rejected.
8. Interim correspondence will not be entertained and replied to.
9. Persons serving in Govt./Semi-Govt./PSUs, should upload NOC and vigilance clearance also while applying on-line along with all other relevant supporting documents duly self attested, failing which such persons shall be required to produce NOC and vigilance clearance at the time of appearing in the Job-oriented test (Written).
10. For availing the benefits of Other Backward Classes, the candidates are required to produce the latest OBC non-creamy layer certificate on the prescribed proforma applicable for appointment to the posts of Central Government.
11. The numbers of posts are tentative and may vary.
12. The Institute reserves the right to relax any of the advertised conditions in case of deserving candidates.
13. Candidates are advised to mention their correct and active e-mail address in the application, as all the correspondence like issuance of call letter or any other information will be communication through e-mail only.
14. In case any mistake in selection process is detected, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.
15. Institute reserves the right to fill up the post, not to fill up the posts or cancel the advertisement in whole or partly without assigning any reason. The Institute will also reserve the right to place a reasonable limit on the total number of candidates to be called for Job-oriented test (written test). Fulfillment of essential qualifications per-se does not entitle a candidate to be called for test. The decision of the Institute in this regard will be final.
16. The selected candidate may be posted to any campus of the Institute (Main Campus, Saharanpur Campus and Greater Noida Extension Centre Campus).
17. Being other things are equal the eligible applicants for the post mentioned at Sl.No. 6 to 9 belonging to the region around Roorkee and Saharanpur will be given preference, for which they have to attach an attested copy of domiciles certificate of that area.
18. Selection process shall have two tier tests. Tier-I will consist of the objective type written examination for screening and short-listing. It will comprise of English Language (Basic knowledge), General Awareness, Logical Reasoning, Basic Arithmetic and Quantitative Aptitude.
19. Tier-II at the second level examination for the shortlisted candidates will be in the form of job-oriented written test and/or typing test on Computer (Hindi and English), as applicable, corresponding to job description of corresponding posts. Merit list for final selection will be made only on the basis of qualifying marks obtained in Tier-II examination.
20. In case of any dispute, the decision of Director, I.I.T Roorkee shall be final.

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लोकेश वर्मा  
०३/०४/२०२१

सहायक कुलसचिव (भर्ती-II)  
Assistant Registrar (Recruitment-II)

Copy to :-

1. [staff-notices@iitr.ac.in](mailto:staff-notices@iitr.ac.in)
2. Channel-I
3. Employment Officer, Employment Office, Haridwar, Uttarakhand.
4. Director, Training & Employment Directorate, Haldwani, Uttarakhand