

## Indian Institute of Technology Jodhpur

(An Institute of National Importance under Ministry of Education, Govt. of India) NH 62, Nagaur Road, Karwar, Jodhpur, Rajasthan – 342037

# Advt. No.: IITJ/O(E-II)/2020-21/Non-Academic Staff/35 Recruitment for various Non-teaching positions

Online applications are invited from eligible Indian Citizens for various Non-teaching positions. The closing date of submission of online application form is 10.03.2021 and the last date of receiving the hardcopy is 18.03.2021

Detailed advertisement and online application form is available at Institute website – <a href="www.iitj.ac.in">www.iitj.ac.in</a>

REGISTRAR



## **Indian Institute of Technology Jodhpur**

NH 62, Nagaur Road, Karwar, Jodhpur, Rajasthan – 342037

## **VACANCY NOTIFICATION**

## Advt. No. IITJ/O(E-II)/2020-21/Non-Academic Staff/35

10 February 2021

IIT Jodhpur, an engineering & technology institute of national importance, is dedicated to education, research and development. The Institute promotes academic excellence in teaching and technology research. The Institute is looking for suitable Indian Nationals, through **ONLINE** applications only, for appointment on **Contract** basis initially for a period of three years and likely to be confirmed subject to satisfactory performance.

S. No.	Name of the Post	Post Code	Posts	Pay Level (as per 7 <sup>th</sup> CPC)	Basic Pay (as per 7th CPC)	Age Bar
1	Scientific Officer (Veterinary)	3501	01 (UR)	Level 10 (APL)	Rs. 57,700	40 Years
2	Manager (ICT) - Networking	3502	01 (UR)	Level 10	Rs. 56,100	45 Years
3	Manager (ICT) - System Administration	3503	01 (UR)	Level 10	Rs. 56,100	50 Years
4	ERP Manager	3504	01 (UR)	Level 10	Rs. 56,100	45 Years
5	Technical Communication Manager	3505	01 (UR)	Level 10	Rs. 56,100	45 Years
6	Industry Liaison Officer	3506	01 (UR)	Level 10	Rs. 56,100	50 Years
7	Training & Placement Officer	3507	01 (UR)	Level 10	Rs. 56,100	50 Years
8	Continuing Education Programme Officer	3508	01 (UR)	Level 10	Rs. 56,100	50 Years
9	Assistant Manager (ICT) (Networking)	3509	01 (UR)	Level 8	Rs. 47,600	35 Years
10	Assistant Manager (ICT) (System Administration)	3510	01 (UR)	Level 8	Rs. 47,600	35 Years
11	Assistant Sports Officer	3511	01 (UR)	Level 8	Rs. 47,600	35 Years
12	Senior Software Engineer	3512	03 (UR)	Level 8	Rs. 47,600	35 Years
13	System Administrator	3513	01 (UR)	Level 8	Rs. 47,600	35 Years
14	Database Administrator	3514	01 (UR)	Level 8	Rs. 47,600	35 Years
15	Digital Content Designer	3515	02 (UR)	Level 6	Rs. 35,400	35 Years
16	Web Programmer	3516	01 (UR)	Level 6	Rs. 35,400	35 Years
17	Multimedia Content Developer	3517	01 (UR)	Level 6	Rs. 35,400	35 Years
18	Assistant Industry Liaison Officer	3518	01 (UR)	Level 6	Rs. 35,400	35 Years
19	Software Engineer	3519	02 (UR)	Level 6	Rs. 35,400	35 Years

Details of eligibility criteria, qualification and experience can be downloaded from Institute website (https://oa.iitj.ac.in/OA\_REC). The online application is available at the same URL.

Gross emoluments:

Admissible benefits include Basic Pay, DA, Medical Facility and Transport Allowance, as per Government of India rules as applicable from time to time.

## The essential, desirable qualifications and experience required for the above post(s), as per Serial Number, are as under:

## Scientific Officer (Veterinary)[Post Code -3501]

#### **Essential Qualifications:**

- (1) Masters in Veterinary
- (2) 05 years' experience with M. Vet. in specialized areas.

#### **Desirable Qualifications:**

- (1) Experience in handling advanced scientific equipments & systems/Veterinarian/ Animal Handling, breeding etc./materials and systems
- (2) Demonstrated ability of writing scientific documents / reports.

## 2 Manager (ICT) - Networking[Post Code -3502]

## **Essential Qualifications:**

- (1) M.Tech./M.E./Master in appropriate field or Science or Computer Engineering or Computer Application with at least 55% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 05 year experience required as under.
- (2) B.Tech/B.E. in appropriate field with at least 60% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 10 year experience required as under.

#### Experience

- (1) Well versed with the latest technologies of the domains having large network of wired and wireless devices.
- (2) Proven experience with wired and Wi-Fi network design, implementation, capacity planning and maintenance at an organizational scale.

#### Desirable:

- (1) Ph.D. in relevant field from a recognized University/Institute.
- (2) Prior experience in handling Computer Centre Services/ Campus Networking/NKN-VC/Telecom/VoIP/CCTV Services etc.
- (3) Knowledge of e-Procurement process.
- (4) Preference will be given to those who have good consistent academic record in all Boards examinations.

## 3 Manager (ICT) - System Administration[Post Code -3503]

## **Essential Qualifications:**

- (1) M.Tech./M.E./Master in appropriate field or Science or Computer Engineering or Computer Application with at least 55% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 05 year experience required as under.
- (2) B.Tech/B.E. in appropriate field with at least 60% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 10 years experience required as under.

#### **Experience:**

- (1) Proven experience on Server Virtualization design, implementation, capacity planning and maintenance at the Institute level.
- (2) Prior experience in handling Computer Centre Servers/HPC/On-Premise Private Cloud Infrastructure etc.

#### Desirable:

- (1) Ph.D. in relevant field from a recognized University/Institute.
- (2) Well versed with the latest technologies of the domains having large network service requirements for Servers, HPC and Big Data Cluster.
- (3) Knowledge of e-Procurement process.
- (4) Preference will be given to those who have good consistent academic record in all Boards examinations.

## 4 ERP Manager[Post Code -3504]

#### **Essential Qualifications:**

 B.E./B.Tech. in Computer Sc. & Engg./Information Technology/Electronics & Electrical Communications or MCA or M.Sc. in Computer Science from a reputed University/Institute with minimum 60% marks.
 And

Minimum 10 years IT experience and 5 years as project manager responsible for end to end project management – including project planning, work assignment, delivery, client interaction, trouble shooting, managing project operational parameters and people management for min 20 member team

Out of 10 years, at least 2 years of exp. is required in ERP or Analogous projects.

#### Desirable:

- (1) Demonstrated ability to manage multiple concurrent development projects in Java (Spring Framework, J2EE technologies, especially on JSP, JDBC, XML),
- (2) Proven Experience of Agile/DevOps methodology, Release Management, Test Driven Environment and Continuous Integration
- (3) Excellent Communication (Verbal/Written) skills in English,
- (4) Contribute in all phases of the software development life cycle requirement gathering, design, development, testing, and implementation.
- (5) Any working experience at client places and for handling implementation especially in reputed academic institutions and/or development and implementation of accounting module will get higher preference.

#### 5 Technical Communication Manager[Post Code -3505]

#### **Essential Qualifications:**

- (1) Postgraduate degree or equivalent in English/Communications/Applied Science/Engineering and Technology and other relevant fields with minimum 55% marks.
- (2) Certified training and experience in desktop publishing, multimedia production, online documentation.
- (3) 05 years' experience in the relevant field.

#### Desirable:

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- (1) Ability to write materials, develop design graphics and layout for print as well as web media; development of web content.
- (2) Should have computer literacy and experience of working with computer office applications, editing, proof-reading and page composition skills.

## Industry Liaison Officer[Post Code -3506]

## **Essential Qualification:**

Masters degree in Engineering/Technology with at least 55% marks in the qualifying degree from a recognized University/Institute with at least 05 years' of relevant experience in Industry or Liaisoning with Industry at a Managerial level.

## Training & Placement Officer[Post Code -3507]

#### **Essential Qualifications:**

Masters degree in Engineering/Technology with at least 55% marks in the qualifying degree from a recognized University/Institute with at least 05 years' experience in HR department of Corporates/Training & Placement office of academic institutions at leadership position.

## 8 Continuing Education Programme Officer[Post Code -3508]

## **Essential Qualifications:**

Masters' degree in Engineering/Technology with at least 55% marks in the qualifying degree from a recognized University/Institute with at least 05 years' of relevant experience in managing up-skilling & continuing education programs.

## 9 Assistant Manager (ICT) - Networking[Post Code -3509]

#### **Essential Qualifications:**

- (1) M.Tech./M.E./Master in appropriate field or Science or Computer Engineering or Computer Application with at least 55% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 2years' experience required as under.
- (2) B.Tech/B.E. in appropriate field with at least 60% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 5 years' experience required as under.

#### **Experience:**

- (1) Well versed with the latest technologies of the domains having large network of wired and wireless devices.
- (2) Proven experience with wired and Wi-Fi network design, implementation, capacity planning and maintenance at an organizational scale.

## Desirable:

(1) Preference will be given to those who have good consistent academic record in all Boards examinations.

#### 10 Assistant Manager (ICT) - System Administration[Post Code -3510]

#### **Essential Qualifications:**

- (1) M.Tech./M.E./Master in appropriate field or Science or Computer Engineering or Computer Application with at least 55% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute at least 2 years' experience required as under.
- (2) B.Tech/B.E. in appropriate field with at least 60% marks or equivalent CGPA on a scale of 10 points in the qualifying degree from a recognized University/Institute with at least 5 year experience required as under.

## **Experience:**

- (1) Proven experience on Server Virtualization design, implementation, capacity planning and maintenance at the Institute level
- (2) Prior experience in handling Computer Centre Servers/HPC/On-Premise Private Cloud Infrastructure etc.

#### Desirable:

(1) Preference will be given to those who have good consistent academic record in all Boards examinations.

## 11 Assistant Sports Officer[Post Code -3511]

#### **Essential Qualifications:**

Master degree or equivalent in the Physical Education from a recognized Institute/University with at least 55% marks with Minimum 02 years of relevant experience of working in Institute/University of Government Organization, Autonomous Body, PSEs or Public Sector Organizations of repute.

OR

Bachelor degree or equivalent in the Physical Education from a recognized Institute/University with at least 60% marks with Minimum 05 years of relevant experience of working in Institute/University of Government Organization, Autonomous Body, PSEs or Public Sector Organizations of repute.

And

Certificates of having represented the University at the inter-university competitions or at the State and/or national championship.

#### Desirable:

- (1) Experience of having coached Basketball, Badminton, Lawn-Tennis, Cricket, Table Tennis, Squash or Athletics.
- (2) Participation at the National level in any of these above fields.
- (3) Should have computer literacy and experience of working with computer office applications.

## 12 Senior Software Engineer[Post Code -3512]

#### **Essential Qualifications:**

B.E./B.Tech. in Computer Sc. & Engg./Information Technology/Electronics & Electrical Communications or MCA or M.Sc. in Computer Science from a reputed University/Institute with minimum 60% marks.

And

Minimum 6 years of software design and development experience in Spring Framework, J2EE technologies, especially on JSP, JDBC, XML. Good database/SQL knowledge in RDBMS PostgreSQL/Oracle/Db2 or in any other RDBMS tool.

Contribute in all phases of the software development life cycle – requirement gathering, design, development, testing and implementation. Write well designed, testable, efficient code. Ability to apply advanced software programming to solve complex business problems. Should be able to work independently.

#### Desirable:

Knowledge of communication protocols TCP/IP, HTTP would be preferred. Any working experience at client places and for handling implementation especially in reputed academic institutions and/or development and implementation of academic/accounting module will get higher preference. Should have efficient communication skill, client handling skills and teaming.

## 13 System Administrator[Post Code -3513]

## **Essential Qualifications:**

B.E./B.Tech. in Computer Sc. & Engg./Information Technology/Electronics & Electrical Communications or MCA or M.Sc. in Computer Science from a reputed University/Institute with minimum 60% marks.

Persons with minimum 6 years hands on experience in Linux system administration.

#### Desirable:

(1) Knowledge of communication protocols TCP/IP, HTTP would be preferred. Any working experience at client places and for handling implementation especially in reputed academic institutions will get higher preference. Should have efficient communication skill, client handling skills and teaming.

## 14 Database Administrator[Post Code -3514]

## **Essential Qualifications:**

B.E./B.Tech. in Computer Sc. & Engg./Information Technology/Electronics & Electrical Communications or MCA or M.Sc. in Computer Science from a reputed University/Institute with minimum 60% marks.

And

Persons with minimum 6 years hands on experience in database administration in any RDBMS, preferably in PostgreSQL, Good SQL knowledge, query tuning in PostgreSQL/Oracle or in any other RDBMS.

#### Desirable:

Knowledge of communication protocols TCP/IP, HTTP would be preferred. Any working experience at client places and for handling implementation especially in reputed academic institutions will get higher preference. Should have efficient communication skill, client handling skills and teaming.

## 15 Digital Content Designer[Post Code -3515]

## **Essential Qualifications:**

Degree or Diploma (at least 2 years) in Visual Communication or equivalent with minimum 55% marks.

## **Experience:**

Minimum 03 years' experience for Degree holder and 05 years' experience for Diploma holder in designing of Print, Digital and Multimedia content and handling of social media.

#### Desirable:

Proficiency in designing and editing software.

Should have computer literacy and experience of working with computer office applications, editing, proof-reading and page composition skills.

## 16 Web Programmer[Post Code -3516]

## **Essential Qualifications:**

Bachelor Degree in Computer Application or equivalent with minimum 55% marks at least 03 years' experience in Web designing and maintenance of Website.

#### Desirable:

- (1) Certified course or training in Website development.
- (2) Should have computer literacy and experience of working with computer office applications.

## 17 Multimedia Content Developer[Post Code -3517]

#### **Essential Qualifications:**

Bachelor Degree or Diploma (at least 2 years) in Videography or equivalent with minimum 55% marks and at least 03 years' experience in Multimedia & Digital Content Production.

#### Desirable:

Should have computer literacy and experience of working with computer office applications and Videography software.

## 18 Assistant Industry Liaison Officer[Post Code -3518]

#### **Essential Qualifications:**

First Class Bachelor's Degree in Engineering/Technology from a recognized University/Institute with at least 05 years' of relevant experience of working with Industry or Liaisoning with Industry.

## 19 Software Engineer[Post Code -3519]

## **Essential Qualifications:**

B.E./B.Tech. in Computer Sc. & Engg./Information Technology/Electronics & Electrical Communications or MCA or M.Sc. in Computer Science from a reputed University/Institute with minimum 60% marks.

And

Minimum 3 years of software design and development experience in Spring Framework, J2EE technologies, especially on JSP, JDBC, XML. Good database/SQL knowledge in RDBMS PostgreSQL/Oracle/Db2 or in any other RDBMS tool.

Contribute in all phases of the software development life cycle – requirement gathering, design, development, testing and implementation. Write well designed, testable, efficient code. Ability to apply advanced software programming to solve complex business problems. Should be able to work independently.

#### Desirable:

Knowledge of communication protocols TCP/IP, HTTP would be preferred. Any working experience at client places and for handling implementation especially in reputed academic institutions and/or development and implementation of accounting module will get higher preference. Should have efficient communication skill, client handling skills and teaming.

Steps to apply for above mentioned post(s)			
Step 1	Online Registration		
Step 2	Filling of Online Application Form		
Step 3	Fee Submission (Online)		
Step 4	Printout of Application & Fee Receipt		
Step 5	Sending of Hardcopy of application, fee receipt & requisite documents		

IMPORTANT DATES	
START DATE OF ONLINE REGISTRATION AND APPLICATION	10.02.2021
CLOSING DATE OF ONLINE REGISTRATION AND APPLICATION	10.03.2021
LAST DATE OF RECEIVING HARD COPY APPLICATION WITH RELEVANT DOCUMENTS	18.03.2021

# General Instructions to Applicants

01	The applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the
	post applied for. They must be fulfilling eligibility criteria as on the closing date of applications failing which their
	application will be rejected. The Institute will retain online applications data and hard copy of application forms for
02	non-shortlisted candidates only for three months after completion of recruitment process.
02	Each post carries retirement or terminal benefits as per <i>Institute Rules</i> .  Besides pay, each post carries allowances according to the Institute rules, which at present are at par with Central
03	Government employees.
04	Applicants are advised to ensure, before applying, that they possess at least the minimum essential qualification and
04	experience laid down for the post.
05	SC, ST, OBC, Ex-Serviceman & EWS applicants are required to attach the valid Caste/required Certificate. PWD
00	applicants are required to attach the Disability Certificate, in the format prescribed by the Government of India.
06	Institute strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
07	Age, qualification and experience will be calculated on the closing date of online submission of applications. Relaxation
•	in age to SC, ST, OBC & PwD candidates would be admissible as per Government of India Rules.
08	The Institute reserves the right to:
00	(a) Hold Written Test, Trade Test, Presentation and/or Interview for selection, whenever circumstances so warrant;
	(b) Withdraw any advertised post(s) at any time without giving any reason. Also, any consequential vacancy arising at
	the time of interview may be filled up from the available candidates. Thus, the number of positions may change;
	(c) Offer the post at a level lower than that advertised, depending upon the qualifications, experience and performance
	of the candidate; and
	(d) Draw from a reserve panel against the possible vacancies in future.
09	The prescribed Essential Qualification and Experience indicated are a bare minimum; mere possession of same will not
	entitle applicants to be called for Test or Interview. Where number of applications received in response to an
	advertisement is large, it may not be convenient and/or possible for the Institute to conduct test and interview for all
	the applicants. In such cases, the Institute may restrict the number of applicants to be called for Written Test and/or
	Interview to a reasonable limit, on the basis of Qualification and Experience higher than the minimum prescribed in the
	advertisement. Therefore, applicants should furnish details of all qualifications and experience possessed in the relevant
	field, over and above (if any) the minimum qualifications prescribed along with documentary evidences.
10	Applicant can see status of their application using their Log-in Id and Password on online portal at any point of time
	during the selection process.
11	The Institute reserves the right to relax age, qualifications and/ or experience in exceptional cases, or in case of persons
10	already holding analogous positions in a university, research institute, industry, etc.
12	The experience required in a certain Grade Pay /Pay Level refers only to that in Central Government, State Government, Semi - Government, PSEs, or Statutory or Autonomous organizations, Universities and reputed Institute
	or organizations under Central or State Government.
13	Higher initial pay may be given to exceptionally qualified and deserving applicants selected.
14	The numbers of vacancies indicated in the notification are tentative. IIT Jodhpur reserves the right to increase or
15	decrease the number or NOT to fill any of these post(s) advertised.
15	Applicants have to pay a non-refundable application fees of <i>Rs.</i> 500 for posts having <i>Pay Level</i> 10 and <i>Rs.</i> 250 for other posts. Persons from the SC, ST, PH, Ex-Servicemen, Women and EWS categories are not required to pay application fee.
	Submitting the application form and paying fee should be done only through the online process; please visit Institute's
	website ( <i>www.iitj.ac.in</i> ) for the same. After submission of application and payment of fee, a PDF will be generated of the
	completed form and fees receipt. Applicants are required to print hardcopy of application form and fee receipt for
	future reference.
16	Persons serving in Government, Semi-Government or Public Sector Undertakings should send THROUGH PROPER
	CHANNEL, the completed application form along with all relevant supporting documents and fee receipt in original,
	failing which such persons shall be required to produce NOC before appearing for the Interview, provided they have
	sent an Advance Copy of the complete application form along with fees receipt in original.
17	The persons applying for more than one post must apply separately for each post (along with payment of fees for each
	post).
18	The complete postal address (including Telephone Number, Fax Number, Mobile Number and e-Mail address) of the
	present employer mentioning the name of the organization and whether the organization is a Government, Semi-
	Government, Autonomous, Public Sector Enterprises or Private Sector, should be indicated in the Application Form.
19	Outstation Applicants called for test or interview, and who qualify for the last round of selection (namely <i>interview</i> ), will
	get reimbursement of fare (from the <i>Place of Residence</i> to <i>Jodhpur</i> and back by the shortest route) as per norms of the
20	Institute through on-line transfer (RTGS/NEFT).
20	Incomplete application form, without the attachment of self-attested copies of all relevant Certificates (both experience
	and professional), or application without requisite fee, will be summarily rejected. The responsibility of entries in the
21	application form lies with the Applicant.
21	Canvassing in any form or bringing in any influence political or otherwise, will be a disqualification for the post.
22	In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issue of the
	appointment letter, the Institute reserves the right to <i>modify</i> , <i>withdraw</i> or <i>cancel</i> any communication made to the
22	Applicants.  After joining the service of the Institute, the persons will have to shide by the Pules Regulations Ordinances Statutes.
23	After joining the service of the Institute, the persons will have to abide by the Rules, Regulations, Ordinances, Statutes and Act of the Institute applicable from time to time. He/ She may be assigned any duty within or outside the Institute
	depending upon the exigency of the work.
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24	The Institute shall verify the antecedents or documents submitted by a person at the time of appointment or during the
	tenure of the service. In case, it is detected that the documents submitted by the candidates are fake, or the person has a
	clandestine antecedents or background and has suppressed the said information, then his/her services shall be
	terminated forthwith.
25	The applicants are required to apply <i>only through ONLINE</i> process up to <b>10</b> <sup>th</sup> <b>March, 2021 till 23:59 Hrs</b> with attachment of all required documents, failing which candidature will not be considered.
	Online application shall be followed by forwarding of Hard copy of the application along with duly self-
	attested copies of all requisite documents of educational qualification(s), caste/disability, experience etc.
	The same must reach at below mentioned address on or before 18th March, 2021 through SPEED/REGISTERED POST only. The envelope containing complete application should be super-scribed "Advt. No. and Application for the post of [Post Code]". Hard copy application with above mentioned documents received after last date shall render the application to be summarily rejected.
	be summarry rejected.
	For a query related to advertisement, applicant may send e-mail on <a href="mailto:recruitment@iitj.ac.in">recruitment@iitj.ac.in</a> . However, enquiry/queries related to eligibility for the post/interpretation of rules or forwarding of application will not be entertained.
	Address:
	Assistant Registrar
	Office of Establishment-II
	Indian Institute of Technology Jodhpur
	NH-62, Nagaur Road, Karwar
	Jodhpur 342 037
	Ph: 0291 280 1091/1090
	eMail: recruitment@iiti.ac.in

Advisor (Admn) &Offg. Registrar