

भारतीय प्रौद्योगिकी संस्थान मण्डी
कमांद- 175005, हिमाचल प्रदेश

INDIAN INSTITUTE OF TECHNOLOGY MANDI
KAMAND - 175005, HIMACHAL PRADESH



**Non-Faculty Staff Structuring
and
Recruitment & Promotion
Norms - 2016**

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Norms - 2016**

**Approved by BoG, IIT Mandi
in its 14th Meeting held on
26th February, 2016
Vide Item No. 14.2.5**

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Appendix - A

Manpower Necessary with Academic growth of IIT Mandi till the year 2026 and the Recruitment and Promotion Norms

Indian Institute of Technology Mandi (IIT Mandi) was established in the year 2009 and started its functioning from Indian Institute of Technology Roorkee. It shifted to its transit campus in Mandi in the year 2011. Its permanent location in Kamand, Mandi consists of two parts: North Campus and South Campus. Construction works are progressing in both the campuses. Currently, most of the academic activities are confined in South Campus. It is planned to shift almost all activities to Kamand campuses in the year 2016. The Institute faces challenges in construction of academic and residential buildings due to difficult terrain, and unavailability of skilled manpower in adequate number.

1. A Vision of Academic Growth

The Institute has been organized into four broad schools - School of Basic Sciences, School of Humanities and Social Sciences, School of Engineering, School of Computing and Electrical Engineering and advanced Centers of Research. These schools and Centers have been established to allow interaction of scholars from different specializations across science (including social sciences) and engineering for cross fertilization of innovative ideas.

The Institute currently offers Bachelors of Technology (B. Tech) degree programs in Civil Engineering, Computer Science and Engineering, Electrical Engineering and Mechanical Engineering the curriculum of which has special emphasis on topics relevant to hills and mountain regions.

In addition to these four Undergraduate Programs, Institute also offers Postgraduate education through Master of Sciences (M.Sc.), Master of Technology (M.Tech.), Master of Sciences [MS (By Research)], Integrated Doctor of Philosophy [Ph.D.(I- Ph.D.)] and Ph.D. Degree programs. These programs are research oriented with focus on current local, national and global needs.

The School of Basic Sciences currently has faculty members specializing in Physics, Chemistry, Mathematics and Biology. This school has started M. Sc. Program in Chemistry and I-Ph.D. M.Sc. in Chemistry offer broad specializations' in Inorganic and Nano-Chemistry. I-Ph.D. program is of five years duration and enrolls B.Sc. students for Ph.D. Degree with an exit option with M.Sc. in Physics. The School is also planning to start M.Sc. Mathematics and M. Tech. in Bio-technology soon.

School of Engineering offers M. Tech. in Energy Engineering degree program and MS (by Research) in all areas of Mechanical and Civil Engineering. M. Tech in Energy Engineering provides three specializations: Materials, Electrical and Mechanical Engineering. The specialization in Materials has already started from the academic

session 2014-2015. The curriculum of this program aims to train manpower in the integrated areas of energy including both the conventional as well as emerging energy technologies of renewable energy. Since the power industries are already diversifying to a mixed basket of energy technologies, an integrated training on energy will allow generating a manpower having required training and can be deployed in different energy industry. The school plans to start several new M. Tech. programs in coming academic years.

School of Computing and Electrical Engineering currently offers MS (By Research) degree program in all specialization of the school. It plans to start M. Tech. in VLSI Design and Technology from next academic session.

As the North Campus is getting built, there will be faster expansion of post graduate education and research. It is planned that by years 2022-2026, the strength of students and research scholars will reach 3,000. There will be about 300 faculty members required to conduct the academic curriculum and research. All the activities of the Institute will be carried out from the campus in Kamand and the faculty, students and research scholars will be residing there as an academic community in a residential campus. This projected plan of growth will require a pool of administrative officers, technical, financial and secretarial staff to support academic activities and to manage infrastructure. The following section presents the detailed growth plan for academic activities vis-a-vis non-teaching manpower requirements for the institute.

2. Strategy for hiring Non- faculty

In its 4th meeting held on 29th April 2011, the Board of Governors, IIT Mandi vide resolution 4.4.1 approved the strategy for creation and recruitment of non-faculty posts at IIT Mandi as follows:

(i) To fill lower level posts by outsourcing. After working for 3-5 years the good performers may be taken on contract against a post for 5 years. They may be regularized after a total of 8 - 10 years of very good services. In technical fields, especially engineering a faster progression through the above mentioned progression may be needed. Project mode may be used for some technical support. In sourcing may also be used in which vendors of sophisticated equipment provide on-site technical staff.

(ii) To fill higher level posts, three options were foreseen and therefore strategy proposed thereof is as under:

a. Highly experienced persons may be taken on contract on pay scale for five years which may be regularized afterwards with a provision for counting of service of contract period.

b. To pay a consolidated salary for highly experienced persons on fixed contracts. This will be attractive to persons who are not in Govt. service but in private jobs who may work for 5-10 years and then leave. This is especially

needed during construction / expansion phase. In case such a person gets selected for a regular appointment, the contract period will not count towards service. The consolidated salary will be higher to compensate for lack of pension etc.

c. Highly experienced persons may be taken on deputation.

3. Non-faculty Manpower Growth Plan

This section presents a plan for growth for non-faculty staff requirements based on planned growth of academic programs, faculty and student population. The plan is for ten year period starting from the academic year 2015-16. The plan covers three phases: 2016, 2017-21, and 2022-26. Table -1, given below, summarizes the planned academic activities and non-teaching staff requirements for these three phases.

Block Year	Existing Number of Students	New Programs	Increase in No. of Students	Number of Faculty	Number of Non-faculty Staff
Till 2016	720	List 1	900	90	99
2017-21	900	List 2	2000	200	220
2022-26	2000	List 3	3000	300	330

List 1:

- B.Tech. in Civil Engg.,
- M.Tech. in Energy Engg. , Biotechnology, and VLSI Design & Technology,
- M.Sc. in Mathematics
- I-Ph.D. in Physics

List 2:

- B.Tech. (Discipline not finalized)
- M.Tech. in Remote Sensing and GIS; Earthquake Engg.; Geophysics; Electrical Eng., Computer Science & Engg., Mechanical Engg.
- Center of Excellence : VLSI Device Fabrication

List 3:

- B.Tech. in Construction Engineering
- M.Tech. in Cyber Security, Software Engineering, Social Engineering.

Ministry of Human Resource Development (MHRD), Government of India vide its letter number F.No32-14/2013-TS.I dated June10, 2013 has communicated that:

- In exercise of powers conferred by Section6(1)(h) of the Indian Institute of Technology Act 1961, Indian Institutes of Technology (IITs) are allowed to design their administrative/management/technical staff structure as per requirement after due approval from the Board of Governors keeping in mind sustainability of expenditure on this account; and
- IITs are allowed to institute and recruit on non-faculty positions as per the 10:1.1 students to non-faculty ratio after due approval of the Board of Governors, subject to the condition that IITs should first put on their website all the sanctioned non- faculty posts at present, vacant non-faculty posts, designations, pay scales, recruitment rules for each post along with the list of non-faculty employees with their designation and pay scales to ensure transparency and accountability for all stake holders
- Approval of MHRD would be required if the total non-faculty posts (permanent and contractual of one year or more) exceeds the 10:1.1 ratio.

The above estimate conforms to the above specified ratio and assumes that Security Services, Cleaning and Upkeep services, Guest House/Canteen/Transport Services, Horticulture Services and Mess Services for students shall primarily be outsourced to external agencies. Only monitoring and supervision will be taken care by regular institute employees.

The proposed designation and pay scales for non-faculty posts are as per the recommendations of the 6th Central Pay commission.

These non-faculty posts are planned to be filled by either

- Direct Recruitment (D) or
- Promotion (P) or
- Either of D or P (D/P)

The Direct Recruitment is open to both internal and external applicants and is to be done following a duly approved procedure by the approved Selection Committee. On the other hand, Promotion is open to only those, who are already working in the Institute and offers opportunities for advancement in their Career. There are two

mode of promotion: 'Fast Promotion' and 'Assured Promotion'. The 'Fast Promotion' is a scheme of promotion to encourage excellence in performance of employees. An employee under this is eligible for career progression after five years of service based on merit and excellent in performance. For this, the process to be followed is similar to that followed in the case of Direct Recruitment for the position with an exception that applicants are internal. Another mode, named 'Assured Promotion', refers to the assured promotion to an internal employee. Under this, an employee is given promotion to higher position after completion of eight years on a same position and subjected to satisfactory performance on the position. The employee after promotion continues to carry the responsibilities of the post held prior to promotion, however, he/she may be assigned additional responsibilities after promotion.

Further, if an employee is promoted through 'Fast Promotion' mode after five years of service, he/she becomes eligible for next promotion after either five years through the 'Fast Promotion' mode or after eight years of service on the position through 'Regular Promotion' mode. Similarly, an employee promoted through 'Regular Promotion' mode, becomes eligible for promotion either after five years through 'Fast Promotion' mode or after eight years on the position through 'Regular Promotion' mode.

Following Pay Band (PB) and Grade Pay (GP) as per the 6th Central Pay Commission recommendations are proposed for different category of non-faculty post at the time of induction by Direct Recruitment.

- Group C (Ministerial) : PB 1 with GP of Rs. 2000
- Group C (Accounts) : PB 1 with GP of Rs. 2400
- Group C (Technical) : PB 1 with GP of Rs. 2400
- Group C (Medical) : PB 1 with GP of Rs. 2400
- Group C (Library) : PB 1 with GP of Rs. 2400
- Group B (All disciplines): PB 2 with GP of Rs. 4200

- Group A (Administration): PB 3 with GP of Rs. 5400 [Assistant Registrar]
- Group A (Administration): PB3 with GP of Rs. 7600 [Deputy Registrar]
- Group A (Administration): PB4 with GP of Rs. 10000 [Registrar]

- Group A (Technical I): PB3 with GP of Rs. 5400 [Asstt Executive Engineer]
- Group A (Technical I): PB3 with GP of Rs. 6600 [Project Eng and Estate Officer]
- Group A (Technical I): PB4 with GP of Rs. 8700 [Superintendent Engineer]

- Group A (Technical II): PB3 with GP of Rs. 5400 [Technical Officer]
- Group A (Technical II): PB3 with GP of Rs. 6600 [Technical Officer Gr. I]
- Group A (Technical II): PB3 with GP of Rs. 7600 [Senior Tech. Officer]
- Group A (Technical II): PB4 with GP of Rs. 8700 [Senior Tech. Officer Gr. I]
- Group A (Technical II): PB4 with GP of Rs. 8900 [Principal Tech. Officer]
- Group A (Technical II): PB4 with GP of Rs. 10000 [Chief Tech. Officer]

- Group A (Library): PB3 with GP of Rs. 6000 [Assistant Librarian]
- Group A (Library): PB3 with GP of Rs. 8000 [Deputy Librarian]
- Group A (Library): PB4 with GP of Rs. 10000 [Librarian]

- Group A (Sports): PB3 with GP of Rs. 5400 [Sports Officer]
- Group A (Sports): PB4 with GP of Rs. 8700 [Chief Sports Officer]

- Group A (Medical): PB3 with GP of Rs. 5400 [Medical Officer]
- Group A (Medical): PB4 with GP of Rs. 8700 [Chief Medical Officer]

The difference in the starting GP for Technical, Medical, Library cadres and Accounts discipline at Group 'C' level has been due to the fact that positions in the particular cadre and discipline demand for employees to possess a professional qualification and experience. However, the same has not been the case at Group 'B' level as by then the potential employee has been considered to be compensated in term of length of experience. Post of Stenographer is no longer required and person/s in position shall be converted to other equivalent position.

4. Non-faculty Posts distribution

The Institute plans to distribute proposed non-faculty posts in its following Sections and Sub-sections.

- Director's Office
 - o Audit
- Registrar Office
 - o Admin 1
 - o Admin 2
 - o Security
 - o Rajbhasha

- Deaneries
 - o Dean (Finance)
 - o Finance
 - o Store & Purchase

- o Dean (Academics)
 - o Library
- o Dean (Faculty)
- o Dean (Students)
 - o Sports
 - o Hostels & Mess
 - o Career and Placement
 - o Cultural & Hobbies
- o Dean(Infrastructure & Services)
 - o Construction
 - o Medical Services
 - o Transportation
 - o Guest House
 - o IT Infrastructure and Telephone Services
- o Dean(Sponsored Research & Industrial Consultancy)

- Advanced Research Centers
- Schools
 - o School Office
 - o Laboratories

A summary of group-wise (Group A, B, & C) distribution of proposed non-teaching employees for the Institute is given below for all three phases:

Phases	Group A	Group B	Group C
Till 2016	18	28	53
2017-2021	25	62	133
2022-2026	47	108	175

It may be noted that increase in number of employees in Group A is relatively small compared to increase in Group B & C. This is due to the fact that in subsequent phases most of the growth is likely to be in technical staff due to establishment of new laboratories for new academic programs.

The details for three phases (2009-16, 2017-21, 2022-26) are given in **Appendix 1, 2, and 3** respectively, wherein the **Appendix 1** presents the proposed deployment of 99 non-teaching staff planned till year 2016. A summary of the proposed distribution is given below in the table.

<i>Head</i>	<i>Section</i>	<i>2009-16</i>		<i>2017-2021</i>		<i>2022-2026</i>	
		<i>Strength</i>	<i>Total Number</i>	<i>Strength</i>	<i>Total Number</i>	<i>Strength</i>	<i>Total Number</i>
Director	Director Office	5	8	6	10	7	12
	Internal Audit	3		4		5	
Registrar	Registrar Office	4	14	4	26	5	35
	Admin-I	4		8		12	
	Admin-II	4		11		13	
	Security	1		1		3	
	Rajbhasha	1		2		2	
Dean (Acad)	Academic Section	5	9	10	22	11	33
	Library	4		12		22	
Dean (Infra)	Transport & GH	2	17	3	32	9	58
	Construction	8		13		20	
	Medical	7		16		29	
Dean (F&A)	Finance	5	9	10	18	16	27
	Store & Purchase	4		8		11	
Dean (Fac)	Faculty Office	1	1	4	4	6	6
Dean (Students)	Sports	2	9	4	22	9	30
	Hostels & Mess	5		10		12	
	CnP	2		4		5	
	Cultural &	0		4		4	
Dean (SRIC)	SRIC Office	2	2	3	3	6	6
Schools	Common Room	1	19	58	58	83	83
	Schools Offices & Labs	18					
Centers	IT & Network	6	11	16	25	26	40
	AMRC	5		9		14	
TOTA		99		220		330	

The table given below describes the mode of selection and appointments to proposed non-teaching positions. It is important to note that all appointments except Multi-skilled Senior Attendants, Driver in PB1 and PB2 are through Direct open selection. Further, the proposal provides opportunity to all employees to progress in their career either through Assured Promotion or through Progression or both. Similarly, most of the post in PB3 and PB4 are filled through Direct recruitment through open selection.

Mode of Appointments			
GP		Mode	Cadre
PB3	5400	D	Asst. Registrar, Technical Officer, Medical Officer, AE, Sports Officer
PB3	6600	D/P	Technical Officer (Grade-I), AE/PE&EO
		P	Medical Officer (Grade-I), Sports Officer (Grade-I)
PB3	7600	D	Dy. Registrar/Finance Officer, Sr. Technical Officer,
		P	Principal Sports Officer, Principal Medical Officer, EE/PE&EO (Grade-I)
PB4	8700	D	Chief Sports Officer, Chief Medical Officer, Superintending Engineer
		P	Sr. Technical Officer (Grade-I)
PB4	8900	D/P	Principal Technical Officer
PB-4	10000	D	Registrar, Chief Technical Officer
AGP			
PB3	6000	D	Asst. Librarian
PB3	7000	P	Asst. Librarian (Grade-I)
PB3	8000	D/P	Dy. Librarian
PB-410000		D	Librarian
GROUP 'B'			
GP		Mode	Cadre
PB2	4200	D	Dy. Security Officer, PS to Director/PA to Registrar, JE/Tech Asst., Staff Nurse, PTI
		D/P	JS, JS(Accounts), JTS, SLIA
		P	Jr. Medical Sup., Pharmacist
PB2	4600	D/P	Security Officer, AE/TS
		P	Superintendent, Superintendent(Accounts), Medical Superintendent, Sr. Staff Nurse, Pharmacist (Grade-I), Technical Superintendent, PTI (Grade-I), Asst. Lib. Info. Officer
PB2	4800	P	Security Officer (Grade-I), Sr. Superintendent, Sr. Superintendent (Accounts), SAE, Asst. Matron, Sr. Pharmacist, Sr. Tech. Sup, Asst. Sports Officer, Lib. Info. Officer
PB-2	5400	P	Security Officer (Grade-II), Section Officer, Section Officer (Accounts), SAE (Grade-I), Matron, Sr. Pharmacist (Grade-I), Sr. Tech. Sup(Grade-I), Dy. Sports Officer, Sr. Lib. Info. Officer

GROUP 'C'		
GP	Mode	Cadre
PB1 1800	D	Jr. Attendant (Multi Skill) * for one year and later to be in Group C position.
PB1 2000	D	Jr. Assistant, Attendant (Multi Skill), Driver
PB1 2400	D	Jr. Accountant, JLA (Tech), JLA (Med), JLIA
	P	Sr. Attendant (Multi Skill), Driver (Grade-I)
PB1 2800	D	Pharmacist
	P	SLA (Tech), SLA (Med), JLIA (Grade-I), Sr. Attendant (MS)(Grade-I), Sr. Driver, Sr. Accountant, Sr. Assistant

5. Reservation and Roster

Reservation shall be provided as per provision of GoI and applicable roster will be prepared after approval of the proposal by the Board of Governors.

Year 2016
Group-A Positions in Non Teaching Cadres (Non-Tech, Tech1 & Tech2)

Sanctioned Strength: 99

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2009-
Registrar	10000	D	1
DR/FO	7600	D	2
AR	5400	D	7
Librarian	10000	D	
Deputy Librarian	8000	D	1
Assistant Librarian Grade - I	7000	P	
Assistant Librarian	6000	D	
Chief Sports Officer	8700	D	
Principal Sports Officer	7600	P	
Sports Officer Grade - I	6600	P	
Sports Officer	5400	D	
Chief Medical Officer	8700+NPA	D	
Principal Medical Officer	7600+NPA	P	
Medical Officer Grade - I	6600+NPA	P	
Medical Officer	5400+NPA	D	2
Superintending Engineer	8700	D	1
EE/PE & EO Grade - I	7600	P	
Executive Engineer/Project Engineer & Estate Officer (EE/PE & EO)	6600	D/P	
Assistant Executive Engineer	5400	D	2
Chief Technical Officer	10000	D	
Principal Technical Officer	8900	D/P	
Senior Technical Officer Grade - I	8700	D/P	
Senior Technical Officer	7600	D/P	
Technical Officer Grade - I	6600	D/P	
Technical Officer	5400	D	2
	Total		18
Non Tech Admin Cadres			10
Tech1 (Medical+Estate) Cadres			5
Tech2 (Library, Sports, School, AMRC & IT Infrastructure) Cadres			3

Year 2016
Group C Positions in Non Teaching Cadres (Non-Tech, Tech1 & Tech2)

Sanctioned Strength: 99

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2009-
Senior Assistant	2800	P	
Stenographer (Converted to Jr. Accountant)	2400	D	1
Junior Assistant	2000	D	21
Senior Accountant	2800	p	
Junior Accountant	2400	D	7
Junior Library Information Assistant Grade - I	2800	P	
Junior Library Information Assistant	2400	D	
Pharmacist*	2800/4200	D	1
Senior Laboratory Assistant Medical	2800	P	
Junior Laboratory Assistant Medical	2400	D	1
Senior Laboratory Assistant (Technical)	2800	P	
Junior Laboratory Assistant (Technical)	2400	D	18
Senior Driver	2800	P	
Driver Grade - I	2400	P	
Driver	2000	D	2
Senior Attendant (Multi Skilled) Grade - I	2800	P	
Senior Attendant (Multi Skilled)	2400	P	
Attendant (Multi Skilled)	2000	P	
Junior Attendant (Multi Skilled)	1800/1900	D	2
			53
Non Tech Admin			33
Tech1 (Medical+Estate)			20
Tech2 (Library, Sports, School, AMRC & IT Infrastructure)			

Tech1 & Tech2 are merged at C level while calculating the numbers

Registrar (R-1,S-1,SA-1,Attendant-1) (4)								
Administration (DR-2, AR-2, JS-3, SA-2, JA-10) (19)+(2)					Finance Accounts & Audit (DR/FO-1, AR-1, JA-2, Sup(A)-1, JS(A)-1,Sr Acc-2, Jr. Acc-2)(10) (AR-1, JS(A)-1,Sr Acc-1, Jr.Acc-1)(4) (AR-1, JS-1, SA-1, JA-3, Sr Acc-1, Jr. Acc-1)(8)			Security (SO-1) (1)
Admin 1 (8)		Admin 2 (11)			Finance (10)	Internal Audit (4)	Store & Purchase (8)	
Establishment -A	Establishment-B	Recruitment, Roster & Promotions	Legal Cell Legal	Institute information & records	Salaries Tax liabilities Reimbursement Travel, Medical Bills Project Accounts EMD, PBG Investments	Internal Audit of processes of finance and accounts towards payments	Purchases (Initiation, Purchase order, Payment initiation)	Performance monitoring of Security
Service Matters Faculty & Group A	Service Matters Non Faculty (Group B & C)	Faculty & Non faculty	Legal issues, RTI & Land issues	Rajbhasha (JS-1, SA-1)				Maintaining Institute Level Stock inventories
Employee facilitation	Employee Facilitation Meetings (BoG, FC etc.)	Parliament Questions	Contracts			Issuance of stores	Safety and protection	
General Notification		Outside Agencies					Police matters (Theft, untoward accident	

Deanery of Planning & Infrastructure

Civil Works (SE-1, AEE-2, SAE-1, AE-1, JE-3, JLA(Tech)-4, JS-1) (13)				Guest House & Transportation (Sup-1, JA-2) (3)	Medical Facility (16)
Maintenance		Construction		<ul style="list-style-type: none"> • Guests facilitation (Pickup, Housing, Dining, Drop off) • Maintenance of Guest Houses • Travel of Guests and transportation for Faculty n Officials • Recruitment Facilitation 	MO-3, Pharmacist-2, Pharma-1, Staff Nurse-6, SLA(M)-1, JLA(M)-3, Dr(g)-1]
Civil, Sanitation & Horticulture	Electrical and Communication	Civil	Electrical		
<ul style="list-style-type: none"> • Overall Supervision of Estate • Civil Maintenance of the existing infrastructure of the Institute including water supply • House Rent & Water billing • Horticulture planning, plantation & beautification of the campus • Cleaning and Waste Management • Supervision of the outsource services for the purpose • Maintenance of Institute owned Furniture 	<ul style="list-style-type: none"> • Electrical maintenance of the existing infrastructure of the Institute including water coolers & water purifiers • Air conditioning • Billing (Electricity and Telephone) • Telephone network & DTH Cable network 	<ul style="list-style-type: none"> • Liaison with external Agencies for remaining ongoing constructions • Liaison with the Campus planner (BDP) for landscaping • Supervision of the remaining ongoing Civil works • Construction Schedule Management • Additional construction planning, if any 	<ul style="list-style-type: none"> • Liaison with external Agencies CPWD, NBCC • Liaison with the Campus planner (BDP) for beautification and additional lightening • Supervision of the remaining ongoing Electrical works • Construction Schedule Management • Additional construction planning, if any 		

Deanery of Student Welfare						
Student housing, Sports and Creative Activities (AR-1, S-1, JS-1, SA-1, JA-5, JAcc-1) (10) Deanery (PTI Gr-I-1, PTI-3, JS-2,SA-2) (8) Sports & Cultural Hobbies					Career and Placement (AR-1,JS-1,JA-2) (4)	
Sports & Creative Arts			Food, Lodging & Hostel Services (caretaker from Outsource		Internship Students	Arrangement of Conferences, Workshops
Sports	Cultural & Hobbies		Hostels	Food & Lodging		
(Coaches on out sourcing)	Annual Budget preparation	Annual Budget of various clubs	Allotment of Hostels	Mess Contract management	Outreach to companies for placements	Helping Deanery during lean periods
Annual Budget	Scheduling of activities	Scheduling of club activities	Maintenance of Hostels	Compliance of Menu		
Day to Day Sports activity Scheduling	Conduct of Annual functions both (intra & Inter)	Conduct of functions of individual clubs	Security of hostels		Conduct of programs for soft skill enhancement of students	
Athletic meet and other sports events scheduling and Organizing (Intra & Inter)						

Deanery of Academics

Deanery of Academics		
Registration, Results & Degree (DR-1, AR-1, Sup-1, JS-1, SA-1, Steno-1, JA-4) (10)		Library (12)
Under Graduate	Post Graduate & Research	
	<u>For PG (M.Sc. & M.Tech.)</u>	<u>For MS & Research</u>
<ul style="list-style-type: none"> • Orientation for new entrants • Course Regis. for Odd & Even Semesters • Checkpoints (grade passed, CGPA, SGPA) prior to registration • Course allocation for programs • Preparation of course-wise roll list to be provided to the faculty • Liaising with Faculty Advisors • Grade Collection & Result Preparation • Transcripts • Provisional Degree • Convocation preparation and conduct 	<ul style="list-style-type: none"> • Admission Process • Orientation for new entrants • Course Registration for Odd & Even Semesters • Checkpoints (grade passed, CGPA, SGPA) prior to registration • Course allocation for programs • Preparation of course-wise roll list to be provided to the faculty • Liaising with School Chairs • Grade Collection & Result Preparation • Transcripts • Provisional Degree • Convocation preparation and conduct 	<ul style="list-style-type: none"> • Admission process • Orientation for MS & Ph.D. • Course Registration for odd & even Semester • Checkpoints (Grade Passed, CGPA & SGPA) prior to Registration • Liaising with School Chairs & supervisors • Conduct of Research Guidance committee meetings • Thesis submission processing (Examiner, Synopsis, Degree submission etc) • Provisional Degree Convocation preparation and conduct
		<p style="text-align: center;">DL-1, ALIO-2, SLIA-1, JLIA-2, JA-2, Attdnt-4</p> <ul style="list-style-type: none"> Book distribution (procurement, accession number, issue & collection) Managing reference section Digital library functionality Arranging reference material on request.

Deanery of Sponsored Research (JS-1, JA-2) (3)	
Project Administration	Entrepreneurship Cell
<ul style="list-style-type: none"> • Communicating to Faculty - Announcements related to advertisement of various funding agencies • Processing of new proposal submissions • Administrative support for ongoing projects • Utilization certificate etc. • Consultancy process management and execution 	<ul style="list-style-type: none"> • Entrepreneurship, Innovation & Incubation management • Intellectual Property Rights • Research Parks management

Schools & Common Room (JS-3, SA-1, JA-5) (9)
TS-2, JTS-8, SLA (tech)-5, JLA (tech) 34 (49)

School of Basic Sciences		School of Hum. & Soc. Sciences		School of Engineering		School of Comp. & Elect. Engg.		
Ministerial	Laboratories	Ministerial	Laboratory	Ministerial	Laboratory	Ministerial	Laboratory	
Routine Ministerial needs of School (TA, Med. Reimbursement help to faculty)	Managing School Laboratory Resource	Same as in 1 st column	Same as in Column 2 nd	Same as in 1 st column	Same as in Column 2 nd	Same as in 1 st column	Same as in Column 2 nd	
Mail distribution to faculty	Upkeep & Modernization of Lab equipment							Workshop (additional staff) Lathe, Machining, Grinder and Milling machine etc.
Proposal Preparation	Helping UG, PG & Ph.D. in project/dissertation/research needs							
Help in Ph.D., MS, UG students processes								

Centralized Technical Facilities/Services (as approved by ISC in phased manner)			
IT resources (STO-1, TO-3, TS-1,JTS-4,SLA(tech)-2,JLA(tech)-5) (16)			AMRC TO-1, JTS-2, SLA(tech)-2,JLA(tech)-4 (9)
Network/website	Automation	HPC	
<ul style="list-style-type: none"> • Website • OFC network • Routers • Switches • Wireless • IP ports 	<ul style="list-style-type: none"> • Coordinating with Developers • Facilitating SRS • Collation and feeding of data • Functional operations of module, data backup, fault reporting, fault redressing 	<ul style="list-style-type: none"> • Cluster Development, upkeep and up gradation • User, Job scheduling and management • Periodic backups, fault tolerance buildup 	<ul style="list-style-type: none"> • Resource management (Running, Supervision, upgradation & utilization of resources) • Slot Booking of equipment • Time scheduling compliance • Annual maintenance coordination • Managing consultancy and project coordination • Contract signing for AMC

Deanery of Faculty (JS-1,JA-3)

- Faculty Review and Annual appraisals
- Coordination with Schools for Faculty requirement & recruitment
- Increments, promotions and up-gradations
- Maintenance of faculty service records

Director's Secretariat (Sup-1, SA-1,JA-2,Driver-1,Attendant-1) (6)

- Facilitation and assistance to Director for day to day work

Administrative positions in Group A

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2017-2021
Registrar	10000	D	1
DR/FO (PS)	8700	P	1
DR/FO	7600	D	3
AR(PS)	6600	P	4
AR	5400	D	4
			13

Technical 2 (Library + Sports + School + AMRC & IT Infrastructure) in Group A

Librarian	10000	D	
Deputy Librarian	8000	D	1
Assistant Librarian Grade - I	7000	P	
Assistant Librarian	6000	D	
Chief Sports Officer	8700	D	
Principal Sports Officer	7600	P	
Sports Officer Grade - I	6600	P	
Sports Officer	5400	D	
Chief Technical Officer	10000	D	
Principal Technical Officer	8900	D/P	
Senior Technical Officer Grade - I	8700	D/P	
Senior Technical Officer	7600	D/P	1
Technical Officer Grade - I	6600	D/P	1
Technical Officer	5400	D	3
			6

Technical 1 (Medical + Construction & Maintenance) in Group A

Chief Medical Officer	8700+NPA	D	
Principal Medical Officer	7600+NPA	P	
Medical Officer Grade - I	6600+NPA	P	1
Medical Officer	5400+NPA	D	2
Superintending Engineer	8700	D	1
EE/PE & EO Grade - I	7600	P	
Executive Engineer/Project Engineer & Estate Officer (EE)	6600	D/P	
Assistant Executive Engineer	5400	D	2
			6

Administrative positions in Group B

Position	Grade Pay	Direct Recruit ment or Promotional	Total Number in the year 2017-2021
Section Officer	5400*	P	
Senior Superintendent	4800	P	
Superintendent	4600	P	5
PS to Director/PA to Registrar	4200	D	
Junior Superintendent	4200	D/P	16
Section Officer (Accounts)	5400*	P	
Senior Superintendent (Accounts)	4800	P	
Superintendent (Accounts)	4600	P	1
Junior Superintendent (Accounts)	4200	D/P	2
Security Officer Grade - II	5400*	P	
Security Officer Grade - I	4800	P	1
Security Officer	4600	D/P	
Deputy Security Officer	4200	D	
Senior Driver Grade - I	4200	P	
			25

Technical 1 (Medical + Construction & Maintenance) in Group B

Senior Pharmacist Grade I	5400*	P	
Matron	5400*	P	
Senior Pharmacist	4800	P	
Assistant Matron	4800	P	
Pharmacist Grade I	4600	P	1
Senior Staff Nurse	4600	P	2
Medical Superintendent	4600	P	
Pharmacist*	4200	D/P	1
Staff Nurse	4200	D	4
Junior Medical Superintendent	4200	P	
Senior Assistant Engineer Grade - I	5400*	P	
Senior Assistant Engineer	4800	P	1
Assistant Engineer/Technical Superintendent	4600	D/P	1
JE/Tech. Asstt	4200	D	3
			13

Technical 2 (Library + Sports + School + AMRC & IT Infrastructure) in Group B

Senior Library Information Officer	5400*	P	
Library Information Officer	4800	P	
Assistant Library Information Officer	4600	P	2
Senior Library Information Assistant	4200	D/P	1
Deputy Sports Officer	5400*	P	
Assistant Sports Officer	4800	P	
Physical Training Instructor Grade - I	4600	P	1
Physical Training Instructor	4200	D	3
Senior Technical Superintendent Grade - I	5400*	P	
Senior Technical Superintendent	4800	P	
Technical Superintendent	4600	P	3
Junior Technical Suprintendent	4200	D/P	14
			24

Administrative positions in Group C

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2017-2021
Senior Assistant	2800	P	1
Senior Stenographer(to be converted as Senior Assistant)	2800	P	1
Stenographer (to be converted to Jr. Accountant)	2400	D	
Junior Assistant	2000	D	4
Senior Accountant	2800	P	4
Junior Accountant	2400	D	5
Senior Driver	2800	P	
Driver Grade - I	2400	P	1
Driver	2000	D	1
Senior Attendant (Multi Skilled) Grade - I	2800	P	
Senior Attendant (Multi Skilled)	2400	P	
Attendant (Multi Skilled)	2000	P	2
Junior Attendant (Multi Skilled)	1800/1900	D	4
			7

Technical 1 (Medical + Construction & Maintenance) in Group C

&

Technical 2 (Library + Sports + School + AMRC & IT Infrastructure) in Group C

Junior Library Information Assistant Grade - I	2800	P	
Junior Library Information Assistant	2400	D	2
Pharmacist*	2800/4200	D	
Senior Laboratory Assistant Medical	2800	P	1
Junior Laboratory Assistant Medical	2400	D	3
Senior Laboratory Assistant (Technical)	2800	P	9
Junior Laboratory Assistant (Technical)	2400	D	47
			62

Registrar (R-1,S-1,JS-1,SA-1,Sr. Attendant-1)								
Administration (DR-2, AR-3, S-1, JS-4, SA-7, JA-8)				Finance Accounts & Audit (DR/FO-1, AR-2, SA-1, JA-2, Sr Sup(A)-1,Sup(A)-1, JS(A)-3,Sr Acc-3, Jr. Acc-2) (AR-1, Sup(A)-1,Sr Acc-2, Jr.Acc-1) (AR-1, JS-2, SA-2, JA-2, JS(A)-2,Sr Acc-1,Jr. Acc-1)			Security (SO-1,D SO-2)	
Admin 1		Admin			Finance	Internal Audit	Store & Purchase	
Establishment-A	Establishment-B	Recruitment, Roster & Promotions	Legal Cell Legal	Institute information & records	Salaries Tax liabilities Reimbursement Travel, Medical Bills Project Accounts EMD, PBG Investments	Internal Audit of processes of finance and accounts towards payments	Purchases (Initiation, Purchase order, Payment initiation)	Performance monitoring of Security
Service Matters Faculty & Group A	Service Matters Non Faculty (Group B & C)	Faculty & Non faculty	Legal issues, RTI & Land issues	Rajbhasha (JS-1, JAH-2)				Maintaining Institute Level Stock inventories
Employee facilitation	Employee Facilitation Meetings (BoG, FC etc.)	Parliament Questions	Contracts				Issuance of stores	Safety and protection
General Notification		Outside Agencies						Police matters (Theft, untoward accident, Hooliganism etc.)

Deanery of Planning & Infrastructure

Civil Works (SE-1, EE&PO-1, AEE-2, SAE-2, AE-2, JE-5, SLA(Tech)-2, JLA(Tech)-4, Superintendent-1)				Guest House & Transportation (AR-1, Sup-1, JS-1, SA-2, JA-3, Driver-1)	Medical Facility
Maintenance		Construction		<ul style="list-style-type: none"> • Guests facilitation (Pickup, Housing, Dining, Drop off) • Maintenance of Guest Houses • Travel of Guests and transportation for Faculty n Officials • Recruitment Facilitation 	<p>[CMO-1, PMO-1, MO-4, Sr Phar-1, Asstt Matron-2, Phar. (G)-1, SSN-3, SN-5, SLA(M)-2, JLA(M)-5, Dr(g)-1, JA(MS)-3]</p> <ul style="list-style-type: none"> • In house medical facilitation by running of OPD and IPD • Fully functional pathology and radiology labs. • Facilitation for Visiting expert Doctors
Civil, Sanitation & Horticulture	Electrical and Communication	Civil	Electrical		
<ul style="list-style-type: none"> • Overall Supervision of Estate • Civil Maintenance of the existing infrastructure of the Institute including water supply • House Rent & Water billing • Horticulture planning, plantation & beautification of the campus • Cleaning and Waste Management • Supervision of the outsource services for the purpose • Maintenance of Institute owned Furniture 	<ul style="list-style-type: none"> • Electrical maintenance of the existing infrastructure of the Institute including water coolers & water purifiers • Air conditioning • Billing (Electricity and Telephone) • Telephone network & DTH Cable network 	<ul style="list-style-type: none"> • Liaison with external Agencies for remaining ongoing constructions • Liaison with the Campus planner (BDP) for landscaping • Supervision of the remaining ongoing Civil works • Construction Schedule Management • Additional construction planning, if any 	<ul style="list-style-type: none"> • Liaison with external Agencies CPWD, NBCC • Liaison with the Campus planner (BDP) for beautification and additional lightening • Supervision of the remaining ongoing Electrical works • Construction Schedule Management • Additional construction planning, if any 		

Deanery of Student Welfare						
Student housing, Sports and Creative Activities (AR-1, Sup-1, JS-1, SA-2, JA-5, JS(Acc)-1, JAcc-1) (CSO-1,SO-1, PTI-7) (Sup-1, JS-1, SA-2)				Career and Placement (AR-1,JS-1,SA-2,JA-1)		
Sports & Creative Arts			Food, Lodging & Hostel Services (caretaker from outsource)		Internship Students	Arrangement of Conferences, Workshops
Sports	Cultural & Hobbies		Hostels	Food & Lodging		
(Coaches on out sourcing)	Annual Budget preparation	Annual Budget of various clubs	Allotment of Hostels	Mess Contract management	Outreach to companies for placements	Helping Deanery during lean periods
Annual Budget	Scheduling of activities	Scheduling of club activities	Maintenance of Hostels	Compliance of Menu	Conduct of Placements	
Day to Day Sports activity Scheduling	Conduct of Annual functions both (intra & Inter)	Conduct of functions of individual clubs	Security of hostels		Conduct of programs for soft skill enhancement of students	
Athletic meet and other sports events scheduling and Organizing (Intra & Inter)						

Deanery of Academics

Deanery of Academics			
Registration, Results & Degree (DR-1, AR-1, Sup-1, JS-2, SA-3, JA-3)		Library	
Under Graduate	Post Graduate & Research		
	<u>For PG (M.Sc. & M.Tech.)</u>	<u>For MS & Research</u>	
<ul style="list-style-type: none"> • Orientation for new entrants • Course Regis. for Odd & Even Semesters • Checkpoints (grade passed, CGPA, SGPA) prior to registration • Course allocation for programs • Preparation of course-wise roll list to be provided to the faculty • Liaising with Faculty • Advisors • Grade Collection & Result Preparation • Transcripts • Provisional Degree • Convocation preparation and conduct 	<ul style="list-style-type: none"> • Admission Process • Orientation for new entrants • Course Registration for Odd & Even Semesters • Checkpoints (grade passed, CGPA, SGPA) prior to registration • Course allocation for programs • Preparation of course-wise roll list to be provided to the faculty • Liaising with School Chairs • Grade Collection & Result Preparation • Transcripts • Provisional Degree <ul style="list-style-type: none"> • Convocation preparation and conduct 	<ul style="list-style-type: none"> • Admission process • Orientation for MS & Ph.D. • Course Registration for odd & even Semester • Checkpoints (Grade Passed, CGPA & SGPA) prior to Registration • Liaising with School Chairs & supervisors • Conduct of Research Guidance committee meetings • Thesis submission processing (Examiner, Synopsis, Degree submission etc) • Provisional Degree Convocation preparation and conduct 	<p>L-1, DL-1, AL-1, LIO-1, ALIO-2, SLIA-4, JLIA-5, SA-1, JA-2, Attndnt-4</p> <p>Book distribution (procurement, accession number, issue & collection)</p> <p>Managing reference section</p> <p>Digital library functionality</p> <p>Arranging reference material on request.</p>

Deanery of Sponsored Research (AR-1, JS-1, SA-2, JA-2)	
Project Administration	Entrepreneurship Cell
<ul style="list-style-type: none"> • Communicating to Faculty - Announcements related to advertisement of various funding agencies • Processing of new proposal submissions • Administrative support for ongoing projects • Utilization certificate etc. • Consultancy process management and execution 	<ul style="list-style-type: none"> • Entrepreneurship, Innovation & Incubation management • Intellectual Property Rights • Research Parks management

Schools & Common Room (Sup-3, JS-2, SA-5, JA-5, STS-1, TS-5, JTS-14, SLA-18, JLA-30)

School of Basic Sciences		School of Hum. & Soc. Sciences		School of Engineering		School of Comp. & Elect. Engg.	
Ministerial	Laboratories	Ministerial	Laboratory	Ministerial	Laboratory	Ministerial	Laboratory
Routine Ministerial needs of School (TA, Med. Reimbursement help to faculty)	Managing School Laboratory Resource	Same as in 1 st column	Same as in Column 2 nd	Same as in 1 st column	Same as in Column 2 nd	Same as in 1 st column	Same as in Column 2 nd
Mail distribution to faculty	Upkeep & Modernization of Lab equipment				Workshop (additional staff) Lathe, Machining, Grinder and Milling machine etc.		
Proposal Preparation	Helping UG, PG & Ph.D. in project/ dissertation/research needs						
Help in Ph.D., MS, UG students processes							

Centralized Technical Facilities/Services (as approved by ISC in phased manner)			
IT resources (CTO-1, PTO-1, STO-2, TO-6, STS-1, TS-1, JTS-6, SLA-4, JLA-4)			AMRC STO-1, TO-3, TS-1, JTS-2, SLA-4, JLA-3
Network	Automation	HPC	
<ul style="list-style-type: none"> • Website • OFC network • Routers • Switches • Wireless • IP ports 	<ul style="list-style-type: none"> • Coordinating with Developers • Facilitating SRS • Collation and feeding of data • Operation-ality of module, data backup, fault reporting, fault redressing 	<ul style="list-style-type: none"> • Cluster Development, upkeep and up gradation • User, Job scheduling and management • Periodic backups, fault tolerance buildup 	<ul style="list-style-type: none"> • Resource management (Running, Supervision, upgradation & utilization of resources) • Slot Booking of equipment • Time scheduling compliance • Annual maintenance coordination • Managing consultancy and project coordination • Contract signing for AMC

Deanery of Faculty (AR-1,JS-1,SA-2,JA-2)

- Faculty Review and Annual appraisals
- Coordination with Schools for Faculty requirement & Recruitment
- Increments, promotions and up-gradations
- Maintenance of faculty service records

Director's Secretariat (SS-1,JS-1,SA-2,JA-1,Sr. Driver-1,Sr. Attendant-1)

- Facilitation and assistance to Director for day to day work

Non Teaching Staff Structuring : 2022-26

Sanctioned Strength: 330

Requirement on basis of Student Strength: 3000 (10:1.1 = 330)

Position	Grade Pay	Direct Recruitment	Director	Registrar	Admin & Control	Admin & Control	Finance & Accounts	Internal Audit	Purchase & Stores	Academic Section	Transport/UG/Post/Inventry/PI	High School	Construction	AMRC	IT System/Network/IT	Library	Sports	Medical	Security	Common Room/Office	Cultural & Pastimes	Dean of/Hostel/ Mess	Dean & Placement Section	Dean Fac.	UGC & Projects	Total number in the year 2022-26	
Registrar	10000	D		1																					1	1	
DR/O(Promoted Scale)	8700	F				2	1																			2	2
DR/O	7600	DYP			1					1																2	2
AR(promoted scale)	6600	F			1				1	1	1											1	1			6	6
AR	5400	D			1	2	2				1													1	1	7	7
Section Officer	5400*	F																								0	0
Senior Superintendent	4800	F	1																							1	1
Supervisor	4600	F		1		1				1	1			1							3	1	1			10	10
PS to Director/PA to Registrar	4200	D																								1	1
Junior Superintendent	4200	DYP	1	1	2	2				2	2	1	1							2	1	1	1	1	1	19	19
Senior Assistant	2800	F	2	1	3	4	1			2	3	2	1								5	2	2	2	2	35	35
Senior Stenographer	2800	F																								0	0
Stenographer	2400	D																								0	0
Tutor Assistant	2000	D	1			4	4	2		2	3	3									5	5	1	2	2	36	36
Section Officer (Accounts)	5400*	F																								0	0
Senior Superintendent (Accounts)	4800	F					1																			1	1
Superintendent (Accounts)	4600	F					1	1																		2	2
Junior Superintendent (Accounts)	4200	DYP					3	1		2												1				6	6
Senior Accountant	2800	F					3	2	1																	6	6
Junior Accountant	2400	D																					1			5	5
Security Officer Grade - II	5400*	F																								0	0
Security Officer Grade - I	4800	F																								1	1
Security Officer	4600	DYP																								0	0
Deputy Security Officer	4200	D																								2	2
Librarian	10000	D																								1	1
Deputy Librarian	8000	DYP																								1	1
Assistant Librarian Grade - I	7000	F																								0	0
Assistant Librarian	6000	D																								1	1
Senior Library Information Officer	5400*	F																								0	0
Library Information Officer	4800	F																								1	1
Assistant Library Information Officer	4600	F																								2	2
Senior Library Information Assistant	4200	DYP																								4	4
Junior Library Information Assistant Grade - I	2800	F																								2	2
Junior Library Information Assistant	2400	D																								3	3
Chief Sports Officer	8700	D																								1	1
Principal Sports Officer	7600	F																								0	0
Sports Officer Grade - I	6600	F																								1	1
Sports Officer	5400	D																								1	1
Deputy Sports Officer	5400*	F																								0	0
Assistant Sports Officer	4800	F																								1	1
Physical Training Instructor Grade - I	4600	F																								2	2
Physical Training Instructor	4200	D																								4	4
Chief Medical Officer	8700+NPA	D																								1	1
Principal Medical Officer	7600+NPA	F																								1	1
Medical Officer Grade - I	6600+NPA	F																								2	2
Medical Officer	5400+NPA	D																								2	2
Senior Pharmacist Grade I	5400*	F																								0	0
Matron	5400*	F																								1	1
Senior Pharmacist	4800	F																								1	1
Assistant Matron	4800	F																								2	2
Pharmacist Grade I	4600	F																								1	1
Senior Staff Nurse	4600	F																								3	3
Medical Superintendent	4600	F																								0	0
Pharmacist*	4200/2800	D																								0	0
Staff Nurse	4200	D																								5	5
Junior Medical Superintendent	4200	F																								0	0
Senior Laboratory Assistant Medical	2800	F																								2	2
Junior Laboratory Assistant Medical	2400	D																								5	5
Superintending Engineer	8700	D																								1	1
EE/PE & EO Grade - I	7000	F																								0	0
Executive Engineer/Project Engineer & Estate Officer (EE/PE&EO)	6600	DYP																								1	1
Assistant Executive Engineer	5400	D																								2	2
Senior Assistant Engineer Grade - I	5400*	F																								0	0
Senior Assistant Engineer	4800	F																								2	2
Assistant Engineer/Technical Superintendent	4600	DYP																								2	2
HT/TLK Asst	4200	D																								5	5
Chief Technical Officer	10000	D																								1	1
Principal Technical Officer	8900	DYP																								1	1
Senior Technical Officer Grade - I	8700	DYP																								0	0
Senior Technical Officer	7600	DYP																								3	3
Technical Officer Grade - I	6600	DYP																								3	3
Technical Officer	5400	D																								6	6
Senior Technical Superintendent Grade - I	5400*	F																								0	0
Senior Technical Superintendent	4800	F																								2	2
Technical Superintendent	4600	F																								7	7
Junior Technical Superintendent	4200	DYP																								24	24
Senior Laboratory Assistant (Technical)	2800	F																								28	28
Junior Laboratory Assistant (Technical)	2400	D																								41	41
Senior Driver Grade - I	4200	F																								1	1
Senior Driver	2800	F	1																							1	1
Driver Grade - I	2400	F																								1	1
Driver	2000	D																								1	1
Senior Attendant (Multi Skilled) Grade - I	2800	F																								0	0
Senior Attendant (Multi Skilled)	2400	F	1	1																						3	3
Attendant (Multi Skilled)	2000	F																								4	4
Junior Attendant (Multi Skilled)	1800/1900	D																								3	3

Group A
Group B

330
330
47108

Administrative positions in Group A

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2022-2026
Registrar	10000	D	1
DR/FO (PS)	8700	P	2
DR/FO	7600	D	2
AR(PS)	6600	P	6
AR	5400	D	7
			18

Technical 2 (Library + Sports + School + AMRC & IT Infrastructure) in Group A

Librarian	10000	D	1
Deputy Librarian	8000	D	1
Assistant Librarian Grade - I	7000	P	
Assistant Librarian	6000	D	1
Chief Sports Officer	8700	D	1
Principal Sports Officer	7600	P	
Sports Officer Grade - I	6600	P	
Sports Officer	5400	D	1
Chief Technical Officer	10000	D	1
Principal Technical Officer	8900	D/P	1
Senior Technical Officer Grade - I	8700	D/P	
Senior Technical Officer	7600	D/P	3
Technical Officer Grade - I	6600	D/P	3
Technical Officer	5400	D	6
			19

Technical 1 (Medical + Construction & Maintenance) in Group A

Chief Medical Officer	8700+NPA	D	1
Principal Medical Officer	7600+NPA	P	1
Medical Officer Grade - I	6600+NPA	P	2
Medical Officer	5400+NPA	D	2
Superintending Engineer	8700	D	1
EE/PE & EO Grade - I	7600	P	
Executive Engineer/Project Engineer & Estate Officer (E	6600	D/P	1
Assistant Executive Engineer	5400	D	2
			10

Administrative positions in Group B

Position	Grade Pay	Direct Recruitment	Total Number in the
Section Officer	5400	P	
Senior Superintendent	480	P	1
Superintendent	460	P	10
PS to Director/PA to Registrar	420	D	
Junior Superintendent	420	D/P	19
Section Officer (Accounts)	5400	P	
Senior Superintendent (Accounts)	480	P	1
Superintendent (Accounts)	460	P	2
Junior Superintendent (Accounts)	420	D/P	6
Security Officer Grade - II	5400	P	
Security Officer Grade - I	480	P	1
Security Officer	460	D/P	
Deputy Security Officer	420	D	2
Senior Driver Grade - I	420	P	
			42

Technical 1 (Medical + Construction & Maintenance) in Group B

Senior Pharmacist Grade I	5400	P	
Matron	5400	P	
Senior Pharmacist	480	P	1
Assistant Matron	480	P	2
Pharmacist Grade I	460	P	1
Senior Staff Nurse	460	P	3
Medical Superintendent	460	P	
Pharmacist*	420	D/P	
Staff Nurse	420	D	5
Junior Medical Superintendent	420	P	
Senior Assistant Engineer Grade - I	5400	P	
Senior Assistant Engineer	480	P	2
Assistant Engineer/Technical	460	D/P	2
IE/Tech. Asstt	420	D	5
			21

Technical 2 (Library + Sports + School + AMRC & IT Infrastructure) in Group B

Senior Library Information Officer	5400	P	
Library Information Officer	480	P	1
Assistant Library Information Officer	460	P	2
Senior Library Information Assistant	420	D/P	4
Deputy Sports Officer	5400	P	
Assistant Sports Officer	480	P	1
Physical Training Instructor Grade - I	460	P	2
Physical Training Instructor	420	D	4
Senior Technical Superintendent Grade - I	5400	P	
Senior Technical Superintendent	480	P	3
Technical Superintendent	460	P	10
Junior Technical Superintendent	420	D/P	18
			45

Administrative positions in Group C

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2022-2026
Senior Assistant	2800	P	35
Junior Assistant	2000	D	36
Senior Accountant	2800	P	6
Junior Accountant	2400	D	5
Senior Driver	2800	P	1
Driver Grade - I	2400	P	1
Driver	2000	D	1
Senior Attendant (Multi Skilled) Grade - I	2800	P	
Senior Attendant (Multi Skilled)	2400	P	2
Attendant (Multi Skilled)	2000	P	4
Junior Attendant (Multi Skilled)	1800/1900	D	3
			94

Technical 1 (Medical + Construction & Maintenance) in Group C

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Technical 2 (Library + Sports + School + AMRC & IT Infrastructure) in Group C

Junior Library Information Assistant Grade - I	2800	P	2
Junior Library Information Assistant	2400	D	3
Pharmacist*	2800/4200	D	
Senior Laboratory Assistant Medical	2800	P	2
Junior Laboratory Assistant Medical	2400	D	5
Senior Laboratory Assistant (Technical)	2800	P	28
Junior Laboratory Assistant (Technical)	2400	D	41
			81

**Indian Institute of Technology
Mandi**

**Recruitment and Promotion
Norms, 2016
(For Non-Faculty positions)**

February 2016

Indian Institute of Technology Mandi

Recruitment and Promotion Norms, 2016

1. INTRODUCTION

1.1 Terms of Reference

Ministry of Human Resource & Development (MHRD), Government of India vide its letter number F.No 32-14/2013 - TS.I dated June 10, 2013 has communicated that:

- a) In exercise of powers conferred by Section 6(1)(h) of the Indian Institute of Technology Act 1961, Indian Institutes of Technology (IITs) are allowed to design their administrative / management / technical staff structure as per requirement after due approval from the Board of Governors (BoG) keeping in mind sustainability of expenditure on this account; and
- b) IITs are allowed to institute and recruit non-faculty positions as per the 10:1.1 Student to Non-Faculty ratio after due approval of the Board of Governors, subject to the condition that IITs should first put on their website all the sanctioned non-faculty posts at present, vacant non-faculty posts, designations, pay-scale, recruitment rules for each post along with the list of the non-faculty employees with their designation and pay scale to ensure transparency and accountability for all stakeholders.

But, approval of MHRD would be required if the total non-faculty posts (Permanent and contractual of one year or more) exceeds the 10:1.1 ratio.

Whereas, at present the Indian Institute of Technology Mandi does not have any comprehensive recruitment policy for the positions sanctioned by the MHRD. This document describes classification of employees, Recruitment and Promotion norms and distribution of employees in different units of the Institute.

1.2 Classification of Non-faculty employees

Indian Institute of Technology Mandi has decided to adopt the classification of employees in different categories of Indian Institute of Technology Roorkee. The employees of Indian Institute of Technology Mandi will be classified under the following categories:

- (a) Academic Staff,
- (b) Technical Staff
- (c) Administrative Staff and
- (d) Other Staff

(a) Academic Staff :

Librarian, Deputy Librarian, Assistant Librarian Grade-I, Assistant Librarian, Chief Technical Officer, Principal Technical Officer, Senior Technical Officer Grade-I, Senior Technical Officer, Technical Officer Grade-I, Technical Officer and any other position as given in the Act or Statutes for this category;

(b) Technical Staff:

Superintending Engineer, Executive Engineer/Project Engineer & Estate Officer (EE/PE & EO) Grade-I, EE/PE & EO, Assistant Executive Engineer, Senior Assistant Engineer Grade-I, Senior Assistant Engineer, Assistant Engineer, Junior Engineer, Technical Asstt., Senior Technical Superintendent Grade-I, Senior Technical Superintendent, Technical Superintendent, Junior Technical Superintendent, Senior Laboratory Assistant (Tech), Junior Laboratory Assistant (Tech), Senior Library Information Officer, Library Information Officer, Assistant Library Information Officer, Senior Library Information Assistant, Junior Library Information Asstt. Grade-I, Junior Library Information Asstt, Senior Pharmacist Grade-I, Matron, Senior Pharmacist, Asstt. Matron, Pharmacist Grade-I, Senior Staff Nurse, Medical Superintendent, Pharmacist, Staff Nurse, Junior Medical Superintendent, Senior Laboratory Asstt. (Medical), Junior Laboratory Asstt. (Medical) and any other position as given in the Act or Statutes for this category;

(c) Administrative Staff and Other Staff:

Registrar, Deputy Registrar, Finance Officer, Asstt. Registrar, Section Officer, Senior Superintendent, Superintendent, Junior Superintendent, PA to Registrar, PS to Director, Senior Assistant, Junior Asstt., Section Officer (Accounts), Senior Superintendent (Accounts), Superintendent (Accounts), Junior Superintendent (Accounts), Senior Accountant, junior Accountant, Security Officer Grade-II, Security Officer Grade-I, Security Officer, Deputy Security Officer, Chief Sports Officer, Principal Sports Officer, Sports Officer Grade-I, Sports Officer, Deputy Sports Officer, Assistant Sports Officer, Physical Training Instructor (PTI) Grade-I, PTI, Chief Medical Officer, Principal Medical Officer, Medical Officer Grade-I, Medical Officer, Senior Driver, Driver Grade-I, Driver, Senior Attendant (Multi skill) Grade-I, Senior Attendant (Multi skill), Attendant (Multi skill), Junior Attendant (Multi Skill) and any other position as given in the Act or Statutes for this category.

Note: Vacation Staff

All staff positions enumerated above is non-vacation staff, they are not entitle for vacation.

2. RECRUITMENT & PROMOTION NORMS

2.1 Title and Commencement

1. These norms may be called the “Indian Institute of Technology, Mandi (Recruitment & Promotion) Norms, 2016”.
2. These norms shall come into force with effect from the date of approval by the Board of Governors of IIT Mandi.

2.2 Application

The Indian Institute of Technology Mandi (Recruitment & Promotion) Norms, 2016 shall be applicable for recruitment and promotion for all category of staff enumerated in Section 1.2. The norms shall not be applicable to personnels engaged from Out-Source Agencies and to those who are engaged in external funded research and consultancy projects on contract basis.

2.3 Definitions

In the present norms, unless the context otherwise requires:

- (a) “Act” means the Institutes of Technology (IIT) Act, 1961.
- (b) “Applicants” mean the candidates who apply against the advertised vacant post(s).
- (c) “Short listed applicants” means the applicants shortlisted by the Scrutiny/Screening Committee.
- (d) “Board” means the Board of Governors of the Institute.
- (e) “Chairman” means the Chairman of the Board.
- (f) “Director” means the Director of the Institute.
- (g) “IIT Mandi or Institute” means the Indian Institute of Technology Mandi.
- (h) “Internal Applicants” means employees of the IIT Mandi who apply for the post(s).
- (i) “Norms” mean the “Indian Institute of Technology Mandi (Recruitment & Promotion) Norms, 2016”.
- (j) “Non Faculty Employees of the IIT Mandi” means the personnel recruited under the Norms including those recruited prior to implementation of these rules following the due procedures of appointment as stipulated in the Act and statutes for the position.
- (k) “Scrutiny/Screening Committee” means Scrutiny/Screening Committee constituted by the Competent Authority for the Shortlisting of applicants for particular post(s).
- (l) “Section” means the Sections of the Act.

- (m) "Selected Applicants" means the candidates selected for the post(s).
- (n) "Selection Committee" means the Selection Committee constituted by the Competent Authority for Selection from shortlisted applicants for particular post(s).
- (o) "Shortlisted Applicants" means the applicants shortlisted by the Scrutiny/Screening Committee for the next stage of selection process.
- (p) "Statutes" means the Statutes of the Institute.
- (q) "Competent Authority" means the Appointing Authority for the said post.

The words and expressions used but not defined herein shall be ascribed the same meanings as are respectively assigned to them in the Act.

2.4 Appointing Authority

In accordance with Section 25 of the Act, all appointments of the Non Faculty Employees of the Institute, except that of the Director, shall be made by:

- (a) The Board, if the appointment is made to the non-faculty posts carrying grade pay of Rs. 5400/- in PB 3 and/or above as per 6th Central Pay Commission (CPC) and categorized under the Group A.
- (b) The Director, if the appointment is made to the non-academic posts carrying grade pay less than Rs. 5,400/- in PB3 as per 6th CPC and categorised under the Groups B and C.

2.5 Recruitment of Non Faculty Employees

The recruitment to various posts shall be made as per Recruitment and Promotion Norms (RPN) defined herein.

2.6 Number of Posts, Classification and Scale of Pay

Number of posts and scale of pay for all categories of staff and for all designations therein are described in the **Annexure A** of the Norms.

2.7 Recruitment Procedures

On adoption of the Clarification No. AB.14017/13/2013 - Estt. (RR) (1349), of the Department of Personnel and Training, Government of India by the Board of Governors, Indian Institute of Technology Mandi, the following methods for recruitment shall be applicable to the IIT Mandi:

- (a) Direct Recruitment;
- (b) Promotion;
- (c) Deputation and/or Absorption; and
- (d) On Contract

The method of recruitment, age limit, eligibility and other requirements for the posts shall be as are specified in RRs for the respective positions. Additional details on methods and procedures of recruitment are mentioned hereinafter.

2.7.1 Assessment of Vacancy

After assessment and on receipt of requirement of Officer(s) and Employee(s) from various functionaries of the Institute recruitment section initiates the process of the recruitment to fill in the post(s) via various methods of recruitments as contained in section 2.7.1.

IIT Mandi shall initiate the process to fill the vacant posts reserved for candidates belonging to the reserved category, whenever required.

2.7.2 Advertisement

After approval of the Appointing Authority, Recruitment Section shall prepare and publish detailed advertisement containing all the conditions of the recruitment process on the official website of the Institute (www.iitmandi.ac.in) and in newspapers (at least one) of repute having nationwide circulation.

In case of recruitment through deputation, IIT Mandi may also request various organization(s) to provide suitable candidates from their organization to serve the Institute.

2.7.3 Application Form

The Institute shall have the format of the Application Form available on its official website (www.iitmandi.ac.in).

2.7.4 Procedure of Recruitment

(a) *Direct Recruitment*

The following procedure shall be followed for Direct Recruitment to the posts, wherever it is prescribed in RRs:

- (i) The Institute shall invite applications for posts through an advertisement on all India basis (on the Institute website along with publishing in a newspaper atleast).
- (ii) The Competent Authority shall be constituted the Scrutiny/Screening Committee and the Selection Committee for the advertised post(s) as per Act and Statutes.
- (iii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized for eligibility (as per RRs) by the Scrutiny/Screening Committee. The Scrutiny/Screening Committee may formulate additional

criteria for short listing, based on academic performance and/or years of experience and/or through trade based test/exam of the Applicants.

- (iv) The short-listed applications shall be placed before the Director for approval. After due approval, the shortlisted applicants will be called to appear before the Selection Committee.
- (v) Recommendations of the Selection Committees shall be placed before the Appointing Authority for approval.

(b) **Promotion**

Any available vacant position earmarked to be promotional may be filled by the promotion. The Establishment section of the Institute shall initiate the process of promotion following the respective RRs for the position and shall submit any such proposal to the Director for approval. The process shall be as per following:

- (i) The Competent Authority shall constitute a Selection Committee for Promotion.
- (ii) The Selection Committee shall make assessment of the internal applicants in respect to eligibility requirements for the post as given in RRs, past performance, additional qualification acquired, disciplinary action, if any and exemplary proactive initiative under taken.
- (iii) The Selection Committee shall recommend the name(s) of selected applicant(s) for approval to the Competent Authority.
- (iv) Two way promotion paths are given i.e. (a) Fast promotion in which the assessment will be made as stipulated in (ii) above for such employees who fulfill the qualification and condition as given in respective RRs for the position following the method of Direct Recruitment, and (b) Assured promotion in which the Selection Committee makes recommendations on the basis of assessment of the APARs on fulfilling the requirements as specified in RRs for the respective post(s);

Each year, processes of promotion for qualifying internal candidates may be held preferably once every year. The process for the same will be initiated by the Establishment Section of the Institute as given above. The criterion for consideration for the same shall be on the basis of qualifying service as mentioned in Recruitment Rules in tabular form in this document for each post.

(c) *Deputation and Absorption*

Vacancies caused by any incumbent being away on deputation, long illness, study leave or under other circumstances for a duration of one year or more, may be filled by way of recruitment on Deputation with employees from Central Government or State Governments or Autonomous Bodies

(1) *Deputation*

The following procedure shall be followed for making appointment by Deputation, wherever prescribed in the RRs:

- (i) IIT Mandi shall invite applications for the vacant posts from Central Government, State Government and Autonomous Bodies through an advertisement on an all India basis/or need basis.
- (ii) Applications received pursuant to the advertisement as mentioned in (i) above, shall be scrutinized for eligibility (as per RRs) by a Scrutiny/Screening Committee constituted by the Competent Authority. The Scrutiny/Screening Committee may formulate additional criteria for short listing, based on academic performance and/or years of experience of the Applicants.
- (iii) Personal evaluation shall involve any one or more of these methods: interview, test, presentation, group discussion and/or evaluation of previous ACRs.
- (iv) Towards establishing systems and procedures within the various units of the Institute, IIT Mandi may also request various Central Government and State Governments or Autonomous bodies of the Central/State Governments to provide suitable candidates fulfilling essential conditions as per RRs for the respective post(s) to serve at Institute on deputation. The terms and conditions for such deputations shall be as per Central Government/MHRD norms for deputation.
- (v) The period of deputation, including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall preferably be two (2) years from

the date of beginning of the deputation extendable up to a maximum period of 10 years with the approval of the competent authority. The Director is authorized to approve for a deputation offer in excess of two years at the first instance.

(vi) Deputation shall be subject to vigilance clearance.

(2) *Absorption of employees appointed on Deputation*

(i) Notwithstanding anything contained in the Norms, persons appointed on Deputation and who fulfill the eligibility criteria laid down for purposes of Recruitment as defined in RRs for the position, shall be eligible for absorption, subject to the conditions that (a) essential qualifications and experience are possessed by the applicant for Recruitment as per RRs to the said post, (b) procedure is followed as laid down for Recruitment for the post as prescribed in R R s, and (c) on completion of at least one year on the initial period of deputation.

(ii) Such absorption shall be subject to the condition that (a) the person on deputation exercises her/his option for absorption, and her/his parent department/cadre controlling authorities do not have any objection to him being absorbed in the IIT Mandi.

(d) *On Contract*

The Institute shall appoint persons on Contract on recommendation of the Selection Committee. Appointment on Contract may be made initially for a period up to five (5) years to be regularized after review of satisfactory performance.

2.8 Conditions of Service

The Conditions of Service of the Non Faculty Employees of the IIT Mandi in matters of Pay, Allowances, Leave, Provident Fund, Age of Superannuation, Pension and Retirement benefits, Medical Facilities and other conditions of service, shall be regulated as per time to time approval of the Board of Governors of the Institute. With the approval of the Board, Institute may adopt conditions of service of Government of India for the posts which are not included in this document.

2.9 Disqualification

No person shall be eligible for appointment to any post, if

- i. He/she has a wife/husband living and has entered into or contracted a marriage with a person who already has a spouse living; or
- ii. He/She has a wife/husband living, has entered into or contracted a marriage with any other person, provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.
- iii. A person of unsound mind, person being adjudged insolvent by a court of competent jurisdiction, person being a minor (below the minimum age to contract), person being convicted of an offence by a court etc.

2.10 Reservation

The Institute shall implement reservation policy as approved by the Board.

2.11 Relaxation of age

- i. The maximum prescribed age for each post shall be the same as given against each post in the Recruitment Rules of the Institute. The age shall be determined as on the last date of the advertisement.
- ii. Age is relaxable for five years for SC/ST candidates and three years for OBC candidates. Candidates belonging to other eligible categories shall have relaxation as per GoI norms.
- iii. For direct recruitment posts, the upper age limit shall be relaxable up to five years in respect of the persons working in IIT Mandi on the posts which are in the same line or allied (Contract) cadres and where a relationship could be established that services rendered will be useful for efficient discharge of the duties in other categories of posts. The age concession shall be admissible only where an employee has rendered not less than three years continuous service. The candidates' belonging to SC/ST categories shall have relaxation in age for additional five years.
- iv. For regular employees of IITs who are educationally qualified can be considered for direct recruitment across the whole IIT system up to a maximum of 50 years of age.

2.12 Recruitment of Persons of Indian Origin (PIO)

The Institute shall recruit PIO as per Board approved norms for the same.

2.13 Amendments

The Norms shall be reviewed periodically for making necessary modifications and amendments, as may be required from time to time.

The Board of Governors/Director as the case may be, from time to time, issue such general or specific directions as may be necessary to remove difficulties in the operation of any of the provision of these rules. The directions issued by the Director, if any, shall be reported to the Board of Governors.

2.14 Saving

Any employee working at the Institute and recruited through approved selection process and having designation and pay not included and defined in these norms may be given an option to shift to an equivalent designation and pay, if so exists and the incumbent fulfills the requirements as specified in the respective RRs for the position or else such positions will remain personal to the employee serving on the position.

Where any doubt arises as to the interpretation of any of the provisions of these norms, the matter shall be referred to the Appointing Authority as defined in Act or Statutes.

2.15 Power to relax Norms

Under exceptional circumstances, qualification/experience may be relaxed for all the posts at the discretion¹⁸ of the Competent Authority, in case of persons who are otherwise well qualified. The power to relax the Norms shall be exercised only if the Competent Authority is satisfied that the contribution made by the said person is exceptional and that sufficient number of candidates with requisite experience is not likely to be available to fill up a particular post. The Competent Authority shall record such decision with a proper rationale for exercising the discretion under this clause.

The recruitment rules for all positions are given as per the following classification as given in the Table below

Number assigned to each position is **Group.Cadre.Serial.No**, where in Group and Cadre are defined as

Group	A	Grade Pay of Rs. 5400/- or above in the pay bands of PB3 (15600 – 39,100) or PB4 (Rs. 37,400 – 67,000) as per 6 th CPC recommendations.
	B	Grade Pay of Rs. 4200, Rs. 4600/- ,Rs. 4800/-and Rs. 5400/- in the pay band of PB2 (Rs. 9,300 - 34,800) cases as per 6 th CPC recommendations.
	C	Grade pay of Rs. 2000/-, Rs 2400/- and Rs 2800/- in the pay band of PB1 (Rs. 5,200 - 20,200) as per 6 th CPC recommendations.
	C+	Grade pay of Rs. 1800/- and Rs. 2000/- in the pay band of PB1 (Rs. 5,200-20,200) as per 6 th CPC recommendations.
Cadre	a	Admin and Accounts cadre
	b(i)	Technical Cadre (I)
	b(ii)	Technical Cadre (II)
	c	Library Cadre
	d	Sports Cadre
	e	Medical Cadre
	f	Security Cadre
	g	Miscellaneous Cadre

A.a.1 Registrar

1	Name of the Post	Registrar
2	Number of Post	01 (One)
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB 4 (Rs.37,400-Rs. 67,000) with GP of Rs.10,000/-
5	Mode of Recruitment	Direct Recruitment
6	Age Limit for direct recruitment	55 years (preferably)
7	Educational and other Qualifications	<p>Essential: Masters' degree in any discipline with at least 55% marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute.</p> <p>Experience: At least 15 years' experience as Assistant Professor in the AGP of Rs. 7,000/- and above or with 8 years of service in the AGP of Rs. 8,000/- and above including Associate Professor along with experience in educational administration,</p> <p>Or Comparable experience in research establishment and/or other institutions of higher education,</p> <p>Or 15 years of administrative experience, of which 8 years shall be as Deputy Registrar or equivalent</p> <p>Desirable (a) Qualification in area of Management Engineering or Law (b) Experience in handling computerized administration, legal, financial or establishment matters</p>
8	Period of Probation	One year
9	Method of Recruitment	Presentation and/or Interview
10	In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	<p>Deputation/Contract: Officers under the Central Government, State Governments, Universities, Recognized Research Institutes, Institutes of national importance, Government laboratory or PSU:</p> <p>i. Holding analogous post Or With at least 3 years regular service in posts with GP of Rs. 8,700/- as per 6th Central Pay Commission or equivalent; and</p> <p>ii. Possessing educational qualification and experience as given at Sr.No.7.</p>

A.a.2 Deputy Registrar

1	Name of the Post	Deputy Registrar
2	Number of Post	As per sanctioned strength
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB-3 (Rs.15600 - Rs. 39,100) with GP of Rs.7,600/-. After five (5) years of service as Deputy Registrar in GP of 7600/-, the incumbent will automatically move to the higher GP of Rs. 8700/- in PB4 on the same designation.
5	Mode of Recruitment	Direct Recruitment/Promotion
6	Age Limit for direct recruitment	50 years
7	Educational and other Qualifications	<p>Essential: Masters degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7 point scale from a recognized University / Institute.</p> <p>Experience: 9 years experience as Assistant Professor in the AGP of Rs. 6,000/- and above with experience in educational administration,</p> <p>Or Comparable experience in research establishment and/or other Institutions of higher education,</p> <p>Or 5 years of administrative experience as Assistant Registrar or equivalent in the GP of Rs. 5400/- in PB3.</p> <p>Desirable:</p> <ol style="list-style-type: none"> Qualification in area of Management, Engineering or Law Experience in handling computerized administration, legal or financial or establishment matters A Chartered or Cost Accountant degree or diploma for the post of Deputy Registrar (Finance and Accounts) or Deputy Registrar (Internal Audit)
8	Period of Probation	One year
9	Method of Recruitment:	<p>For Direct Recruitment: Presentation and/Or Interview</p> <p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years of regular service at IIT Mandi as Asstt. Registrar in the GP of Rs. 6600/- will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years of regular service at IIT Mandi as Asstt. Registrar in the GP of Rs. 6600/- will be minimum qualifying service requirement.</p>

10	<i>In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made</i>	<p>Deputation/Contract: Officers from the Central / State Government or Institutes of national importance or Universities / University level Institution or PSU / Industry:</p> <ul style="list-style-type: none"> i. holding analogous post, OR With at least 5 years service in posts in the GP of Rs. 6,600/- as per Central Pay Commission or its equivalent and having experience in administration, establishment and accounts matters, and ii. Possessing educational qualification as given at Sr. No. 7
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A.a.3 Assistant Registrar

1	Name of the Post	Assistant Registrar
2	Number of Post	As per sanctioned strength
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB - 3 (Rs.15,600 - 39,100) with GP of Rs. 5,400/-. After five years of service as Assistant Registrar in the GP of Rs. 5400/-, the incumbent will automatically move to the higher GP of Rs. 6600/- in PB3 on the same designation on the basis of satisfactory performance.
5	Mode of Recruitment	Direct Recruitment and Promotion
6	Age Limit for direct recruitment	40 Years 50 Years for the candidates from IITs and equivalent Institutions of national importance.
7	Educational and other Qualifications	Essential: Masters' degree in any discipline with at least 55% marks or its equivalent Grade 'B' in the UGC 7 point scale from a recognized University / Institute. Experience: Service Experience of Five years as Superintendent in Grade Pay of Rs. 4600/- in PB2 or equivalent post/pay. Desirable: i. Qualification in area of Management / Engineering / Law ii. Experience in handling computerized administration / legal / store and purchase/ financial and establishment matters financial / establishment matters iii. A Chartered or Cost Accountant degree or diploma.
8	Period of Probation	One year
9	Method of Recruitment	For Direct recruitment: Presentation and/Or Interview For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Superintendent or equivalent post in the GP of Rs. 4800/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Superintendent or equivalent post in the GP of Rs. 4800/- will be minimum qualifying service requirement.
10	In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as given at Sr. No.7

A.b(i).1 Superintending Engineer

1	<i>Name of the Post</i>	Superintending Engineer (SE)
2	<i>Number of Post</i>	01 (One)
3	<i>Classification</i>	Group - A
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 4 (Rs.37,400- Rs. 67,000) with GP of Rs.8,700/-
5	<i>Mode of Recruitment</i>	Direct Recruitment
6	<i>Age Limit for direct recruits</i>	55 Years
7	<i>Educational and other Qualifications</i>	<p><u>Essential:</u></p> <p>i. Bachelors degree or equivalent in Engineering in relevant field from a recognized University /Institute.</p> <p>ii. 15 years' experience in relevant field as Engineer / (GP of 5400) or higher level from CPWD, State PWD or semi-Govt. / PSU / Statutory or Autonomous organization / University / Institutions of national importance/ reputed organization under Central / State Govt. of which 5 years should be in the GP of Rs. 7600/- or its equivalent.</p> <p><u>Desirable:</u></p> <p>i. Knowledge of Computer-aided Design (CAD) and latest Management Technology/other relevant software.</p> <p>ii. Proven track record of handling construction projects /consultancy in organizations of repute.</p> <p>iii. Experience of working with high tension lines, electrical maintenance planning and execution of electrical works or civil engineering, Designing and estimation, construction management of large projects etc., as relevant to his specialization.</p>
8	<i>Period of Probation</i>	One year
9	<i>Method of Recruitment</i>	Presentation and/Or Interview
10	<i>In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made</i>	<p><u>Deputation/Contract:</u></p> <p>Officers of the Central PWD/ State PWD or similar services/semi-Govt./PSU/Statutory or Autonomous organization, University/Institute of national importance/ reputed organization under Central/State Govt., :</p> <p>(i) Holding analogous post, or With at least 10 years' regular service as Executive Engineer in the PB-3 with GP of Rs. 6600/- or equivalent; and</p> <p>(ii) Possessing educational qualification and experience as given at Sr. No.7.</p>

A.b(i).2 PE & EO/Executive Engineer Grade - I

1.	Name of the Post	PE & EO /Executive Engineer Grade - I
2.	Number of Post	Promotion Cadre
3.	Classification	Group - A
4.	Scale of pay (Pay band and Grade Pay)	PB - 3 (Rs.15,600- Rs. 39,100) with GP of Rs.7,600/-
5.	Mode of Recruitment	Promotion
6.	Age Limit for direct recruits	No Bar
7.	Educational and other Qualifications	Essential: (i) Educational qualification same as that of Project Engineer and Estate Officer/Executive Engineer. (ii) 5 years' experience in the relevant field as Project Engineer & Estate Officer/Executive Engineer or equivalent in the GP of Rs. 6600/- in PB3.
8.	Period of Probation	No Probation
9.	Method of Recruitment	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Project Engineer & Estate Engineer/ Executive Engineer in the GP of Rs. 6600/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Project Engineer & Estate Engineer/ Executive Engineer in the GP of Rs. 6600/- will be minimum qualifying service requirement.
10.	In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	Deputation/Contract: Officers of the Central PWD/ State PWD or similar services/semi-Govt./PSU/Statutory or Autonomous organization, University/Institute of national importance/ reputed organization under Central/State Govt., : (i) Holding analogous post or with at least 5 years' regular service as PE & EO /Executive Engineer or equivalent in the PB-3 with GP of Rs. 6600/- or equivalent; and (ii) Possessing educational and experience as prescribed at Sr. No. 7.

A.b(i).2 Project Engineer & Estate Officer/Executive Engineer

1	Name of the Post	Project Engineer & Estate Officer /Executive Engineer
2	Number of Post	01 (One)
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB - 3 (Rs.15,600- Rs. 39,100) with GP of Rs.6,600/-
5	Mode of Recruitment	Direct Recruitment
6	Age Limit for direct recruits	45 Years
7	Educational and other Qualifications	<p>Essential:</p> <p>(i) Bachelors degree or equivalent in Engineering (Civil/ Electrical) from a recognized University / Institute.</p> <p>ii) 5 years' experience in relevant field as Engineer / Asst. Engineer (in PB-3 and GP of Rs. 5400/-) from CPWD / State PWD or similar organized services / semi-Govt. / PSU/ Statutory or Autonomous organization / Universities / reputed Institute or organizations under Central / State Govt.</p> <p>Desirable:</p> <p>i) Knowledge of Computer-aided Design (CAD) and latest Management Technology / other relevant software.</p> <p>ii) Post-Graduate in Civil/ Structural/ Electrical Engineering with Ist Division or more than 6.5 CGPA in 10 points scale.</p> <p>iii) Proven track record of handling projects / works in reputed organization of relevant magnitude and qualities.</p> <p>iv) Experience of working with high tension lines, electrical maintenance planning and execution of electrical works or civil engineering, Designing and estimation, construction management etc., as relevant.</p>
8	Period of Probation	One year
9	Method of Recruitment	Presentation and/Or Interview
10	In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	<p>Deputation/Contract:</p> <p>Officers of the Central PWD/ State PWD or similar services/semi-Govt./PSU/Statutory or Autonomous organization, University/Institute of national importance/ reputed organization under Central/State Govt., :</p> <p>(i) Holding analogous post or with at least 5 years' regular service as Asstt Executive Engineer in the PB-3 with GP of Rs. 5400/- or equivalent; and</p> <p>(ii) Possessing educational and experience as prescribed at Sr. No. 7.</p>

A.b(i).3 Assistant Executive Engineer

1	Name of the Post	Assistant Executive Engineer
2	Number of Post	As per sanctioned strength
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB -3 (Rs.15,600 - Rs. 39,100) with GP of Rs. 5,400/-
5	Mode of Recruitment	Direct Recruitment and Promotion
6	Age Limit for direct recruitment	40 years
7	Educational and other Qualifications	<p>Essential: For Civil: (i) Bachelor's degree in Civil Engineering. (ii) A Minimum of 5 years relevant experience in Civil Works For Electrical: (i) Bachelor's degree in Electrical Engineering. (ii) A Minimum of 5 years relevant experience in the construction and maintenance of H.T. and L.T. lines, knowledge of DF sets/lifts/pumps/fire alarm system/AC plant shall be an added advantage.</p> <p>Experience At least 5 years as Senior Asstt. Engineer Grade - I or equivalent post at GP of Rs. 5400/- in PB2.</p> <p>Desirable (i) Knowledge of Computer-aided Design (CAD) and latest Management Technology/other relevant software (ii) Experience of construction management.</p>
8	Period of Probation	One year
9	Method of Recruitment	<p>For Direct Rec: Presentation/test and/Or Interview For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi on a suitable post in the GP of Rs. 5400/- in PB2 will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi on a suitable post in the GP of Rs. 5400/- in PB2 will be minimum qualifying service requirement.</p>
10	In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	<p>Officers of the Central PWD/ State PWD or similar services/semi-Govt./PSU/Statutory or Autonomous organization, University/Institute of national importance/ reputed organization under Central/State Govt:</p> <p>(i) holding analogous post on regular basis and 5 years' experience in GP of Rs. 5400/- in PB2 (ii) possessing educational qualification and experience as prescribed at S.No.7.</p>

A.b(ii).1 Chief Technical Officer

1.	<i>Name of the Post</i>	Chief Technical Officer
2.	<i>Number of posts</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - A
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 4 (Rs.37,400-Rs. 67,000) with GP of Rs.10,000/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age limit for direct recruitment</i>	55 years
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u> M. Tech.+ 15 years relevant experience with excellent academic record Or B.E./B.Tech./MCA/M.Sc. Degree +20 years experience in relevant field, with first class or equivalent grade (6.5 in 10 point scale or 60% marks) with excellent academic record.</p> <p><u>Experience:</u> Relevant experience of which at least 5 years should be at the level of Principal Technical Officer or equivalent with GP of Rs.8900/-</p>
8.	<i>Period of probation</i>	One year
9.	<i>Method of Recruitment</i>	Interview and/Or presentation
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p><u>Deputation:</u> Officers from the Central / State Governments or Institute of national importance or Universities / University level Institution or PSU :</p> <p>a) Holding analogous post or with at least 5 years' service in posts with GP of Rs.8900/- as per 6th Central Pay Commission or its equivalent and</p> <p>b) Possessing educational qualification and experience as prescribed at Sr. No. 7</p>

A.b(ii).2 Principal Technical Officer

1.	Name of the Post	Principal Technical Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group - A
4.	Scale of pay (Pay band and Grade Pay)	PB 4 (Rs.37,400-Rs. 67,000) with GP of Rs.8,900/-
5.	Mode of Recruitment	Promotion/Direct Recruitment
6.	Age limit for direct recruitment	55 years
7.	Educational and other qualifications	<p><u>Essential:</u> M. Tech.+ 12 years relevant experience with excellent academic record. or B.E./B.Tech./MCA/M.Sc. Degree +17 years experience in relevant field, with first class or equivalent grade (6.5 in 10 point scale or 60% marks) with excellent academic record.</p> <p><u>Experience:</u> Relevant experience of which at least 5 years should be at the level of Senior Technical Officer - I or equivalent with GP of Rs.8700/-</p>
8.	Period of probation	One year under Direct recruitment, No probation for promotion
9.	Method of Recruitment	<p>For Direct Recruitment: Interview and/Or presentation For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Senior Technical Officer-I in the GP of Rs. 8700/- will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Senior Technical Officer Grade-I in the GP of Rs. 8700/- will be minimum qualifying service requirement.</p>
10.	In case of recruitment by deputation/ transfer, grades from which deputation/ transfer to be made	<p><u>Deputation:</u> Officers from the Central / State Governments or Institute of national importance or Universities / University level Institution or PSU :</p> <p>a) Holding analogous post or with at least 5 years' service in posts with GP of Rs.8700/- as per 6th Central Pay Commission or its equivalent and</p> <p>b) Possessing educational qualification and experience as prescribed at Sr. No. 7</p>

A.b (ii).3 Senior Technical Officer Grade-I

1.	Name of the Post	Senior Technical Officer Grade-I
2.	Number of posts	As per sanctioned strength
3.	Classification	Group - A
4.	Scale of pay (Pay band and Grade Pay)	PB 4 (Rs.37,400-Rs. 67,000) with GP of Rs.8,700/-
5.	Mode of Recruitment	Promotion/Direct Recruitment
6.	Age limit for direct recruitment	55 years
7.	Educational and other qualifications required	<p><u>Essential:</u> M. Tech.+ 9 years relevant experience with excellent academic record. or B.E./B.Tech./MCA/M.Sc. Degree +14 years experience in relevant field, with first class or equivalent grade (6.5 in 10 point scale or 60% marks) with excellent academic record.</p> <p><u>Experience:</u> 15 years industrial, research, ICT or other relevant experience of which at least 5 years should be at the level of Senior Technical Officer or equivalent with GP of Rs. 7600/-.</p>
8.	Period of probation	One year under Direct recruitment, No probation for promotion
9.	Method of Recruitment	<p>For Direct recruitment: Interview and/Or presentation For Promotion: Two ways of promotion process will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Senior Technical Officer in the GP of Rs. 7600/- will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular service at IIT Mandi as Senior Technical Officer in the GP of Rs. 7600/- will be minimum qualifying service requirement.</p>
10.	In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made	<p><u>Deputation:</u> Officers from the Central / State Governments or Institute of national importance or Universities / University level Institution or PSU :</p> <p>a) Holding analogous post or With at least 5 years' service in posts with GP of Rs.7600/- as per 6th CPC or its equivalent and</p> <p>b) Possessing educational qualification and experience as prescribed at Sr. No. 7</p>

A.b(ii).4 Senior Technical Officer

1.	Name of the Post	Senior Technical Officer
2.	Number of posts	As per sanctioned strength
3.	Classification	Group – A
4.	Scale of pay (Pay band and Grade Pay)	PB – 3 (Rs.15,600 – 39,100/-) with Grade Pay of Rs. 7600/-
5.	Mode of Recruitment	Promotion/Direct Recruitment
6.	Age limit for direct recruitment	50 years
7.	Educational and other qualifications required for direct recruits	<p>Essential: B. E. /B. Tech or MCA/M.Sc. with 11 yrs relevant experience or M.Tech. with 6 yrs experience in relevant field with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record or Ph.D. in relevant field with 3 yrs experience in relevant field.</p> <p>Experience: 11 years industrial, research, ICT or other relevant experience of which at least 5 years should be at the level of Technical Officer Grade-I or equivalent with GP of Rs.6600/- in PB3 pay band as per 6th CPC.</p>
8.	Period of probation, if any	One year under Direct recruitment, No probation for
9.	Method of Recruitment	<p>For Direct recruitment: Interview and/OR presentation</p> <p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Technical Officer Grade-I in the GP of Rs. 6600/- will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Technical Officer Grade-I in the GP of Rs. 6600/- will be minimum qualifying requirement service requirement.</p>
10.	In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made	<p>Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU :</p> <p>a) Holding analogous post or with at least 5 years' service in posts with GP of Rs.6600/- as per 6th CPC or its equivalent ; and</p> <p>b) possessing educational qualification and experience as prescribed in Col. 7.</p>

A.b(ii). 5 Technical Officer Grade-I

1.	<i>Name of the Post</i>	Technical Officer Grade-I
2.	<i>Number of posts</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - A
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 3 (Rs.15,600 - 39,100/-) with Grade Pay of Rs. 6600/-
5.	<i>Mode of Recruitment</i>	Promotion/Direct Recruitment
6.	<i>Age limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u> B. E. /B. Tech or MCA/M.Sc. with 8 yrs relevant experience or M.Tech. with 3 year experience in relevant field with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record or Ph.D. in relevant field</p> <p><u>Experience:</u> 8 years industrial, research, ICT or other relevant experience of which at least 5 years should be at the level of Technical Officer or equivalent with GP of Rs. 5400/- in PB3 pay band as per 6th CPC.</p>
8.	<i>Period of probation, if any</i>	One year under Direct recruitment, No probation for
9.	<i>Method of Recruitment</i>	<p>Direct Recruitment : Presentation and/Or Interview</p> <p>For Promotion: Two ways of promotion process will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Technical Officer in the GP of Rs. 5400/- in PB3 will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular service at IIT Mandi as Technical Officer in the GP of Rs. 5400/- in PB3 will be minimum qualifying service requirement.</p>
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p><u>Deputation:</u> Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU :</p> <p>i. holding analogous post or With at least 5 years' service in posts with GP of Rs.5400/- in PB3 as per 6th CPC or its equivalent ; and</p> <p>ii. Possessing educational qualification and experience as prescribed in Sr. No 7.</p>

A.b(ii).6 Technical Officer

1.	<i>Name of the Post</i>	Technical Officer
2.	<i>Number of posts</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - A
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 3 (Rs.15,600 - 39,100/-) with GP of Rs. 5400/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age limit for direct recruitment</i>	40 years.
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u></p> <p>i) B. E. /B. Tech or MCA/M.Sc. with 5 yrs relevant experience or M.Tech. with 1 year experience in relevant field with first class or equivalent grade (6.5 in 10 point scale) and consistently excellent academic record OR</p> <p>ii) Employees of the Institute serving as Technical Superintendent/Workshop Superintendent for at least 5 years (Grade Pay Rs.4600/-) or higher in the Institute. (Age bar not applicable; in relaxation in qualification or academic standard)</p> <p><u>Desirable:</u></p> <p>Work experience in relevant field, e.g. maintenance of Scientific equipment, system administration, software development, fabrication and support to research.</p>
8.	<i>Period of probation, if any</i>	One year
9.	<i>Method of Recruitment</i>	Presentation and/Or Interview
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p><u>Deputation:</u></p> <p>Officers of the Central / State / PSU / Statutory or Autonomous organizations or University/Institutions of national importance:</p> <p>a) Holding analogous post or</p> <p>b) Possessing educational qualification and experience as prescribed in Col. 7.</p>

A.c.1 Librarian

1.	Name of the Post	Librarian
2.	Number of posts	As per sanctioned strength
3.	Classification	Group - A
4.	Scale of pay (Pay band and Grade Pay)	PB - 4 (Rs.37,400 - 67,000) with AGP of Rs. 10000/-
5.	Mode of Recruitment	Direct Recruitment
6.	Age limit for direct recruits	55 years
7.	Educational and other qualifications	<p>Essential:</p> <p>(i) Master's Degree in Library Science/Information Science/documentation with at least 55% marks or its equivalent grade of 'B' in the UGC seven point scale and consistently good academic record set out in UGC Regulations.</p> <p>(ii) At least five (5) years as a Deputy Librarian in the AGP of 9000 in PB4 in the library of a technical university, institute of national importance, or any other large technical library.</p> <p>(iii) Evidence of innovative library services and organization of published work.</p> <p>Desirable: M.Phil./Ph.D. degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript- keeping/computerization of library</p>
8.	Period of probation	One year
9.	Method of Recruitment	Interview and/Or presentation
11.	In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made	<p>Deputation: Person holding same position in an Institute of national importance or Universities / University level Institution:</p> <p>a) holding analogous post Or with at least 5 years' service experience on post in the trade with AGP of Rs.9000/- as per 6th Central Pay Commission or its equivalent ; and</p> <p>b) Possessing educational qualification and experience as prescribed in Sr. No 7.</p>

A.c.2 Deputy Librarian

1	Name of the Post	Deputy Librarian
2	Number of Post	01 (One)
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB 3 (Rs.15,600 - Rs.39,100) with AGP of Rs.8000. After three (3) years of service as Deputy Librarian with AGP of Rs. 8000/-, an incumbent will move to the higher AGP of Rs. 9000/- in PB4 on the same designation based on performance.
5	Mode of Recruitment	Direct Recruitment
6	Age Limit for direct recruits	50 years
7	Educational and other Qualifications	<p>Essential:</p> <ul style="list-style-type: none"> i. Master's Degree in Library Science / Information Science / documentation with CGPA of 6.5 in 10 point scale or at least 55% marks or its equivalent grade of 'B' in the UGC seven point scale and consistently good academic record set out in these Regulations. ii. Five years' experience as an Assistant Librarian in AGP of Rs. 7000 in an academic institution or equivalent. iii. Evidence of innovative Library Service and organization of published work and professional commitment, computerization of library. <p>Desirable: M.Phil./Ph.D. degree in Library Science/Information Science/Documentation/Archives and Manuscript-keeping/computerization of library</p>
8	Period of Probation	One year
9	Method of Recruitment	Presentation and/Or Interview
10	In case of recruitment. By promotion/ deputation / transfer, grades from which promotion / deputation / transfer to be made	<p>Deputation/Contract:</p> <p>Officers from the Central Government, State Government or Institutes of national importance, Universities, University level Institution or PSU :</p> <ul style="list-style-type: none"> i. Holding analogous post or With at least 5 years' experience on a relevant position in the AGP of Rs.7,000/- as per 6th CPC or its equivalent and having experience in Library. ii. Possessing educational qualification and experience as prescribed at S.No. 7 of this Table.

A.c.3 Assistant Librarian Grade-I

1	Name of the Post	Assistant Librarian Grade-I
2	Number of Post	Promotion cadre
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB 3 (Rs.15,600 - Rs.39,100) with AGP of Rs.7000/-
5	Mode of Recruitment	Promotion
6	Age Limit for direct recruits	No bar
7	Educational and other Qualifications	<p>Essential:</p> <ul style="list-style-type: none"> i. Master's Degree in Library Science / Information Science / documentation with CGPA of 6.0 in 10 point scale or at least 55% marks or its equivalent grade of 'B' in the UGC seven point scale and consistently good academic record set out in these Regulations. ii. UGC Net qualified in Library Science iii. Evidence of innovative Library Service and organization of published work and professional commitment, computerization of library. iv. Minimum 5 years as Assistant Librarian in the AGP of Rs. 6000/- in PB3 as per 6th CPC recommendations. <p>Desirable: M.Phil./Ph.D. degree in Library Science/Information Science/Documentation/Archives and Manuscript-keeping/computerization of library with UGC Net qualified and two years' service experience in a GP of 5400/- in PB3</p>
8	Period of Probation	No Probation
9	Method of Recruitment	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Assistant Librarian in the AGP of Rs. 6000/- will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Assistant Librarian in the AGP of Rs. 6000/- will be minimum qualifying service requirement.</p>
10	In case of recruitment. By promotion/ deputation / transfer, grades from which promotion / deputation / transfer to be made	<p>Deputation/Contract: Officers from the Central Government, State Government or Institutes of national importance, Universities, University level Institution or PSU :</p> <ul style="list-style-type: none"> i. Holding analogous post ii. Possessing educational qualification and experience as prescribed at S.No. 7 of this Table. iii. Minimum 5 years on a position in Library with AGP of Rs. 6000/- in PB3 as per 6th CPC.

A.c.4 Assistant Librarian

1	<i>Name of the Post</i>	Assistant Librarian
2	<i>Number of Post</i>	As per sanctioned strength
3	<i>Classification</i>	Group - A
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 3 (Rs.15,600 - Rs.39,100) with AGP of Rs.6000
5	<i>Mode of Recruitment</i>	Direct Recruitment
6	<i>Age Limit for direct recruits</i>	45 years
7	<i>Educational and other Qualifications</i>	<p><u>Essential:</u></p> <p>i. Master's Degree in Library Science / Information Science / documentation with CGPA of 6.0 in 10 point scale or at least 55% marks or its equivalent grade of 'B' in the UGC seven point scale and consistently good academic record set out in these Regulations.</p> <p>ii. UGC Net qualified in Library Science</p> <p>iii. Evidence of innovative Library Service and organization of published work and professional commitment, computerization of library.</p> <p><u>Desirable:</u></p> <p>M.Phil./Ph.D. degree in Library Science/Information Science/Documentation/Archives and Manuscript-keeping/computerization of library with UGC Net qualified and two years' service experience in a GP of 5400/- in PB3</p>
8	<i>Period of Probation</i>	One year
9	<i>Method of Recruitment</i>	Presentation and/Or Interview
10	<i>In case of recruitment. By promotion/ deputation / transfer, grades from which promotion / deputation / transfer to be made</i>	<p><u>Deputation/Contract:</u></p> <p>Officers from the Central Government, State Government or Institutes of national importance, Universities, University level Institution or PSU :</p> <p>i. Holding analogous post</p> <p>ii. Possessing educational qualification and experience as prescribed at S.No. 7 of this Table.</p>

A.d.1 Chief Sports Officer

1	<i>Name of the Post</i>	Chief Sports Officer
2	<i>Number of Post</i>	As per sanctioned strength
3	<i>Classification</i>	Group - A
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 4 (Rs.37400 - 67000) with GP of Rs.8700/-
5	<i>Mode of Recruitment</i>	Direct Recruitment
6	<i>Age Limit for direct recruitment</i>	55 Years
7	<i>Educational and other Qualifications required for direct recruits</i>	<p>Essential:</p> <p>i. First Class Master's Degree in Physical Education or Master's Degree in Sports Science with at least 60% marks (or equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.</p> <p>ii. Record of having represented the University/College at the inter-University competitions or State and/or national championships</p> <p>or</p> <p>Qualified the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p>Experience: Min 5 yrs in relevant field on a GP of 7600 in PB3.</p>
8	<i>Period of Probation</i>	One year
9	<i>Method of Recruitment</i>	Presentation and/Or Interview
10	<i>In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made</i>	Officers of the Central/State /semi Govt./ PSU/ Statutory or Autonomous organization or University/ Institution of National Importance holding analogous post and possessing qualifications and experience as given at S.No. 7 of this Table.

A.d.2 Principal Sports Officer

1	Name of the Post	Principal Sports Officer
2	Number of Post	Promotional Cadre
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB - 3 (Rs.15,600 - 39,100) with GP of Rs. 7600/-
5	Mode of Recruitment	Promotion
6	Age Limit for direct recruitment	No Bar
7	Educational and other Qualifications required for direct recruits	<p>Essential:</p> <p>i. First Class Master's Degree in Physical Education or Master's Degree in Sports Science with at least 60% marks (or equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.</p> <p>ii. Record of having represented the University/College at the inter-University competitions or State and/or national championships</p> <p>or</p> <p>Qualified the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p>Experience:</p> <p>Min 5 yrs in relevant field on a GP of 6600/- in PB3.</p>
8	Period of Probation	No Probation
9	Method of Recruitment	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Sports Officer Grade - I in the GP of Rs. 6600/- will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Sports Officer Grade-I in the GP of Rs. 6600/- will be minimum qualifying service requirement.</p>
10	In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	Officers of the Central/State /semi Govt./ PSU/ Statutory or Autonomous organization or University/ Institution of National Importance holding analogous post and possessing qualifications and experience as given at S.No. 7 of this Table.

A.d.3 Sports Officer Grade - I

1	<i>Name of the Post</i>	Sports Officer Grade - I
2	<i>Number of Post</i>	Promotional Cadre
3	<i>Classification</i>	Group - A
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 3 (Rs.15,600 - 39,100) with GP of Rs. 6600/-
5	<i>Mode of Recruitment</i>	Promotion
6	<i>Age Limit for direct recruitment</i>	No Bar
7	<i>Educational and other Qualifications required for direct recruits</i>	<p>Essential:</p> <p>i. First Class Master's Degree in Physical Education or Master's Degree in Sports Science with at least 60% marks (or equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.</p> <p>ii. Record of having represented the University/College at the inter-University competitions or State and/or national championships</p> <p>or</p> <p>Qualified the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p>Experience:</p> <p>Min 5 yrs in relevant field on a GP of 5400/- in PB3.</p>
8	<i>Period of Probation</i>	No Probation
9	<i>Method of Recruitment</i>	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Sports Officer in the GP of Rs. 5400/- will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Sports Officer in the GP of Rs. 5400/- will be minimum qualifying service requirement.</p>
10	<i>In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made</i>	Officers of the Central/State /semi Govt./ PSU/ Statutory or Autonomous organization or University/ Institution of National Importance holding analogous post and possessing qualifications and experience as given at S.No. 7 of this Table.

A.d.4 Sports Officer

1	Name of the Post	Sports Officer
2	Number of Post	As per sanctioned strength
3	Classification	Group - A
4	Scale of pay (Pay band and Grade Pay)	PB - 3 (Rs.15,600 - 39,100) with GP of Rs. 5,400/-
5	Mode of Recruitment	Direct Recruitment and Promotion
6	Age Limit for direct recruitment	40 Years
7	Educational and other Qualifications required for direct recruits	<p>Essential:</p> <p>i. Master's Degree in Physical Education or Master's Degree in Sports Science with at least 55% marks (or equivalent grade in a point scale wherever grading system is followed) with a consistently good academic record.</p> <p>ii. Record of having represented the University/College at the inter-University competitions or State and/or national championships</p> <p>or</p> <p>Qualified the national-level test conducted for the purpose by the UGC or any other agency approved by the UGC and passed the physical fitness test conducted in accordance with these regulations.</p> <p>Experience: Ten years as PTI or higher in GP of Rs. 4200 or equivalent.</p>
8	Period of Probation	One year for Direct Recruitment, No Probation in case of promotion
9	Method of Recruitment	<p>For Direct recruitment: Interview and/Or presentation</p> <p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Deputy Sports Officer in the GP of Rs. 5400/- in PB2 will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Deputy Sports Officer in the GP of Rs. 5400/- in PB2 will be minimum qualifying service requirement.</p>
10	In case of recruitment by deputation / transfer, grades from which deputation / transfer to be made	Officers of the Central/State /semi Govt./ PSU/ Statutory or Autonomous organization or University/ Institution of National Importance holding analogous post and possessing qualifications as given at S.No. 7 of this Table.

A.e.1 Chief Medical Officer

1.	<i>Name of the Post</i>	Chief Medical Officer
2.	<i>Number of posts</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - A
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB- 4 (Rs.37400 - 67000/-) with GP of Rs.8700/- + NPA as per rules
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age limit</i>	55 Years
7.	<i>Educational and other qualifications</i>	Essential: (i) Same as for Medical Officer (ii) Min 5 years service experience in relevant field on a position in the GP of 7600/- in PB3.
8.	<i>Period of probation, if any</i>	One Year
9.	<i>Method of Recruitment</i>	Presentation and/Or Interview
10	<i>In case of recruitment by deputation / grades from which transfer to be made</i>	Deputation/Transfer: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

A.e.2 Principal Medical Officer

1.	<i>Name of the Post</i>	Principal Medical Officer
2.	<i>Number of posts</i>	Promotional Cadre
3.	<i>Classification</i>	Group - A
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 3 (Rs.15,600 - 39,100) with GP of Rs.7600/- + NPA as per rules
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential: (i) Same as for Medical Officer (ii) Min 5 years' service experience in relevant field on a position in the GP of 6600/- in PB3.
8.	<i>Period of probation, if any</i>	No Probation
9.	<i>Method of Recruitment</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Medical Officer Grade-I in the GP of Rs. 6600/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Medical Officer Grade-I in the GP of Rs. 6600/- will be minimum qualifying service requirement.
10	<i>In case of recruitment by deputation / grades from which transfer to be made</i>	Deputation/Transfer: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

A.e.3 Medical Officer Grade - I

1.	<i>Name of the Post</i>	Medical Officer Grade - I
2.	<i>Number of posts</i>	Promotional Cadre
3.	<i>Classification</i>	Group - A
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 3 (Rs.15,600 - 39,100) with GP of Rs.6600/- + NPA as per rules
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential: (i) Same as for Medical Officer (ii) Min 5 years service experience in relevant field on a position in the GP of 5400/- in PB3.
8.	<i>Period of probation, if any</i>	No Probation
9.	<i>Method of Recruitment</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Medical Officer in the GP of Rs. 5400/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Medical Officer in the GP of Rs. 5400/- will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation / grades from which transfer to be made</i>	Deputation/Transfer: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

A.e.4 Medical Officer

1.	<i>Name of the Post</i>	Medical Officer
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - A
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 3 (Rs.15,600 - Rs. 39,100) with GP of Rs. 5,400/- + NPA as per rules
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit for direct recruitment</i>	40 years
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u> MBBS, including completion of compulsory rotating internship, followed by at least 3 years of experience in a recognized hospital, or Post-graduate diploma in an appropriate branch of Medicine plus at least one year experience in a recognized hospital or MD, or MS, in an appropriate branch of Medicine.</p>
8.	<i>Period of Probation</i>	One year
9.	<i>Method of Recruitment:</i>	Presentation and/Or Interview
10.	<i>In case of recruitment By deputation / grades from which transfer to be made</i>	<p><u>Deputation/Transfer:</u> Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.a.1.i Section Officer

1.	<i>Name of the Post</i>	Section Officer
2.	<i>Number of posts</i>	Promotional cadre
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.5400/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age limit for direct recruits</i>	No bar
7.	<i>Educational and other qualifications</i>	Essential: (i) Education Qualification same as JS/JS(Accounts) (ii) Minimum 5 years experience as Senior Superintendent or equivalent position in the GP of 4800/- in PB2.
8.	<i>Period of probation, if any</i>	No probation
9.	<i>Method of Recruitment</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Senior Superintendent in the GP of Rs. 4800/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Senior Superintendent in the GP of Rs. 4800/- will be minimum qualifying service requirement
10.	<i>In case of recruitment By deputation / grades from which transfer to be made</i>	For Deputation Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, or Minimum 5 years service experience on a relevant position in the GP of 4800/-, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.a.2.i Senior Superintendent

1.	<i>Name of the Post</i>	Senior Superintendent
2.	<i>Number of posts</i>	Promotional Cadre
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.4800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age limit for direct recruits</i>	No bar
7.	<i>Educational and other qualifications</i>	Essential: (i) Educational qualification same as JS/JS(Accounts) (ii) Minimum 5 years' experience as Superintendent or equivalent position in the GP of 4600/- in PB2.
8.	<i>Period of probation, if any</i>	No probation
9.	<i>Method of Recruitment</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Superintendent in the GP of Rs. 4600/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Superintendent in the GP of Rs. 4600/- will be minimum qualifying service requirement
10.	<i>In case of recruitment By deputation / grades from which transfer to be made</i>	For Deputation Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, or Minimum 5 years service experience on a relevant position in the GP of 4600/-, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.a.3.i Superintendent

1.	Name of the Post	Superintendent
2.	Number of posts	Promotional Cadre
3.	Classification	Group - B
4.	Scale of pay (Pay band and Grade Pay)	PB - 2 (Rs. 9,300 - 34,800/-) with Grade Pay of Rs. 4600/-
5.	Mode of Recruitment	Promotion
6.	Age limit for direct recruits	No Bar.
7.	Educational and other qualifications	Essential: (i) Educational qualification same as JS/JS(Accounts) (ii) Minimum 5 years experience as Junior Superintendent of equivalent position in the GP of 4200/- in PB2.
8.	Period of probation, if any	No Probation
9.	Method of Recruitment	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Junior Superintendent in the GP of Rs. 4200/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Junior Superintendent in the GP of Rs. 4200/- will be minimum qualifying service requirement
10.	In case of recruitment By deputation / grades from which transfer to be made	For Deputation Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, ,or Minimum 5 years service experience on a relevant position in the GP of 4200/-, and (ii) Possessing educational qualification and experience as prescribed in Column 7
11.	Other Conditions	JS/PS to Director/ PA to Registrar on strength at IIT Mandi will follow the recruitment rules of this position for progression and will be considered merged as Superintendent on attaining GP of 4600/- and then to follow progression as for this cadre.

B.a.4.i Junior Superintendent

1.	<i>Name of the Post</i>	Junior Superintendent
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB-2 (Rs.9300 - Rs.34,800/-) with Grade Pay of Rs.4, 200/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment and Promotion
6.	<i>Age Limit for direct recruitment</i>	35 years for Direct Recruitment, No Bar for Promotion
7.	<i>Educational and other qualification</i>	<p>Essential:</p> <p>(i) Bachelor degree (Min. 55% marks) with 8 years relevant experience Or Master Degree (Min 55% marks) with 5 years relevant experience</p> <p>(ii) Knowledge of office procedures, rules, computer office application and Secretarial practices in Central Government procedures/ Academic matter/ Estate Management/ Hospitality/Student affairs.</p> <p>(iii) Accustomed to working in Computer environment.</p>
8.	<i>Period of Probation</i>	2 years for Direct Recruitment, No Probation on promotion
9.	<i>Method of Recruitment:</i>	<p>For Direct: Presentation/Trade test and/Or presentation</p> <p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi on a relevant position in the GP of Rs. 2800/- in PB1 will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi on a relevant position in the GP of Rs. 2800/- in PB1 will be minimum qualifying service requirement.</p>
10.	<i>In case of recruitment By deputation / grades from which transfer to be made</i>	<p>For Deputation Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, ,or Minimum 5 years service experience on a relevant position in the GP of 2800/-, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.a.4.ii PS to Director/ PA to Registrar (Same as JS)

1	<i>Name of the Post</i>	PS to Director/ PA to Registrar (same as JS)
2	<i>Number of Post</i>	As per sanctioned strength
3	<i>Classification</i>	Group – B
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 – Rs. 34,800) with GP of Rs.4200/-
5	<i>Mode of Recruitment</i>	Direct Recruitment
6	<i>Age Limit for direct recruitment</i>	35 years
7	<i>Educational and other qualification</i>	<p>Essential:</p> <p>(a) Master/Bachelor's degree (Min 55% marks) with 02 years of experience as Stenographer or Bachelor's degree with professional diploma/ Certificate in secretarial practice with 01 year of relevant experience and</p> <p>(b) Knowledge of computer office applications and secretarial practice</p> <p>(i) Working speed on computer: 10000 impressions per hour on computer key board</p> <p>(ii) Working knowledge of short hand in English</p>
8	<i>Period of Probation</i>	Two years
9	<i>Method of Recruitment:</i>	Trade Test and/Or Interview
10	<i>In case of recruitment By deputation / grades from which transfer to be made</i>	<p>For Deputation</p> <p>Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(iii) Holding analogous post,</p> <p>(iv) Possessing educational qualification and experience as prescribed in Column 7</p>
11.	<i>Other Conditions</i>	PS to Director/ PA to Registrar on strength at IIT Mandi will follow the recruitment norms of Superintendent position for progression for attaining GP of 4600/- and will follow subsequently as for that cadre accordingly.

B.a.4.iii Junior Superintendent (Accounts)

1.	<i>Name of the Post</i>	Junior Superintendent (Accounts)
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 - Rs.34,800) with Grade Pay of Rs. 4200/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment and Promotion
6.	<i>Age Limit for direct recruitment</i>	35 years for Direct Recruitments, No Bar for promotion
7.	<i>Educational and other qualifications</i>	Essential (i) Bachelor's Degree in Commerce/Accounts (Min 55%marks) with knowledge of computer applications related to accounting. (ii) Min. Experience of 5 years as Senior Accountant or analogous post in GP of 2800/- in PB1 of 6 th CPC.
8.	<i>Period of Probation</i>	2 years for Direct Recruitment, No Probation on promotion
9.	<i>Method of Recruitment:</i>	For Direct recruitment: Trade test and/Or Interview For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Senior Accountant in the GP of Rs. 2800/- in PB1 will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Senior Accountant in the GP of Rs. 2800/- in PB1 will be minimum qualifying service requirement.
10.	<i>In case of recruitment By deputation / grades from which transfer to be made</i>	For Deputation Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, , or Minimum 5 years service experience on a relevant position in the GP of 2800/-, and (ii) Possessing educational qualification and experience as prescribed in Column 7
11.	<i>Other conditions</i>	Junior Superintendent (Accounts) on strength at IIT Mandi will follow the recruitment norms of the Superintendent position for promotion for attaining GP of Rs 4600/- and will follow subsequently the norms for that cadre.

B.b(i).1 Senior Assistant Engineer Grade - I

1.	<i>Name of the Post</i>	Senior Assistant Engineer Grade - I
2.	<i>Number of Post</i>	Promotion Cadre
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 - Rs. 34,800) with GP of Rs. 5400/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age limit for direct recruits</i>	No Bar
7.	<i>Educational and other Qualifications</i>	<u>Essential:</u> i. Bachelor Degree or Diploma in Engineering of 3 years duration in Electrical/Civil/Communication from a recognized University/Institute. ii. 5 years' service experience in relevant field on a relevant position in the GP of Rs. 4800/- in PB2.
8.	<i>Period of Probation</i>	No probation
9.	<i>Method of Recruitment:</i>	For Promotion: Two ways of promotion process will exist (i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Senior Assistant Engineer in the GP of Rs. 4800/- will be minimum qualifying service requirement. (ii) <u>Assured Promotion</u> 8 years regular service at IIT Mandi as Senior Assistant Engineer in the GP of Rs. 4800/- will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation/ transfer to be made</i>	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, or Five (5) years experience at a relevant position in the GP of Rs. 4800/-, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.b(i).2 Senior Assistant Engineer

1.	<i>Name of the Post</i>	Senior Assistant Engineer
2.	<i>Number of Post</i>	Promotion cadre
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 - Rs. 34,800) with GP of Rs.4,800
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age limit for direct recruits</i>	No Bar
7.	<i>Educational and other Qualifications</i>	<u>Essential:</u> i. Bachelor Degree or Diploma in Engineering of 3 years duration in Electrical/Civil/Communication from a recognized University/Institute. ii. 5 years' service experience in relevant field on a relevant position in the GP of Rs. 4600/- in PB2.
8.	<i>Period of Probation</i>	No probation
9.	<i>Method of Recruitment:</i>	For Promotion: Two ways of promotion process will exist (i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Assistant Engineer/Technical Superintendent in the GP of Rs. 4600/- will be minimum qualifying service requirement. (ii) <u>Assured Promotion</u> 8 years regular service at IIT Mandi as Assistant Engineer/Technical Superintendent in the GP of Rs. 4600/- will be minimum qualifying service Requirement
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, or Five (5) years experience at a relevant position in the GP of Rs. 4600/-, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.b(i).3 Assistant Engineer/Technical Superintendent

1	Name of the Post	AssistantEngineer/TechnicalSuperintendent
2	Number of Post	For Direct as per sanction else Promotional cadre
3	Classification	Group B
4	Scale of pay (Pay band and Grade Pay)	PB 2 (Rs.9300 – Rs. 34,800) with GP of Rs.4,600
5	Mode of Recruitment	Direct Recruitment and Promotion
6	Age limit for direct recruits	35 Years for Direct Recruitment
7	Educational and other Qualifications	Essential: i. Bachelor Degree or Diploma in Engineering of 3 years duration in Electrical/Civil/Communication from a recognized University/Institute. ii. 5 years' experience in relevant field as Junior Engineer in PB-2 with Grade pay of Rs. 4200/-.
8	Period of Probation	Two years for Direct Recruitment
9	Method of Recruitment:	For Direct: Trade test and/Or Interview For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Junior Engineer/Technical Assistant in the GP of Rs. 4200/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Junior Engineer/Technical Assistant in the GP of Rs. 4200/- will be minimum qualifying service requirement.
10	In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post (ii) Possessing educational qualification and experience as prescribed in Column 7

B.b(i).4 Junior Engineer/Technical Assistant

1	<i>Name of the Post</i>	Junior Engineer (JE)
2	<i>Number of Post</i>	As per sanctioned strength
3	<i>Classification</i>	Group B
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9,300 – Rs. 34,800) with GP of Rs. 4,200
5	<i>Mode of Recruitment</i>	Direct Recruitment
6	<i>Age Limit for direct recruits</i>	35 years
7	<i>Educational and other Qualifications</i>	<p>Essential: For Civil : Bachelor's Degree in Civil Engineering + 01 year relevant experience OR Diploma in Civil Engineering of 03 Years duration with 03 years field experience. Knowledge of computer applications</p> <p>For Electrical : Bachelor's Degree in Electrical Engineering + 01 year relevant experience, OR Diploma in Electrical Engineering of 03 Years duration with 03 years field experience. Knowledge of computer applications</p>
8	<i>Period of Probation</i>	Two years
9	<i>Method of Recruitment:</i>	Trade Test and/or Interview
10	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p>Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.b(ii).1 Senior Technical Superintendent Grade-I

1.	<i>Name of the Post</i>	Senior Technical Superintendent Grade-I
2.	<i>Number of posts</i>	Promotion cadre
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9,300 - 34,800/-) with Grade Pay of Rs.5400/-.
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age limit for direct recruits</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential (i) Educational qualification same as for Junior Technical Superintendent (ii) Minimum 5 years' service in the trade at GP of Rs. 4800/-
8.	<i>Period of probation, if any</i>	No Probation
9.	<i>Method of Recruitment</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Senior Technical Superintendent in the GP of Rs. 4800/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Senior Technical Superintendent in the GP of Rs. 4800/- will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation : Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post or having service experience of 5 years on a position drawing GP of 4800/-in PB2 in similar trade/occupation (ii) And Possessing educational qualification and experience as prescribed in Column 7

B.b(ii).2 Senior Technical Superintendent

1	<i>Name of the Post</i>	Senior Technical Superintendent
2	<i>Number of Post</i>	As per sanctioned strength
3	<i>Classification</i>	Group B
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB – 2 (Rs.9,300 – Rs. 34,800) with GP of Rs. 4,800
5	<i>Mode of Recruitment</i>	Promotion
6	<i>Age Limit for direct recruitment</i>	No Bar
7	<i>Educational and other Qualifications</i>	<u>Essential</u> (i) Educational qualification same as for Junior Technical Superintendent (ii) Minimum 5 years' service in the trade at GP of Rs. 4600/-
8	<i>Period of Probation</i>	No Probation
9	<i>Method of Recruitment (For Internal Candidates)</i>	For Promotion: Two ways of promotion process will exist (i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Technical Superintendent in the GP of Rs. 4600/- will be minimum qualifying service requirement. (ii) <u>Assured Promotion</u> 8 years regular service at IIT Mandi as Technical Superintendent in the GP of Rs. 4600/- will be minimum qualifying service requirement.
10	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post or having service experience of 5 years on a position drawing GP of 4600/-in PB2 in similar trade/occupation (ii) Possessing educational qualification and experience as prescribed in Column 7

B.b(ii).3 Technical Superintendent

1	<i>Name of the Post</i>	Technical Superintendent
2	<i>Number of Post</i>	Promotion cadre
3	<i>Classification</i>	Group B
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9,300 - Rs. 34,800) with GP of Rs. 4,600
5	<i>Mode of Recruitment</i>	Promotion
6	<i>Age Limit for direct recruitment</i>	No Bar
7	<i>Educational and other Qualifications</i>	Essential (i) Educational qualification same as for Junior Technical Superintendent (ii) Minimum 5 years' service in the trade at GP of Rs. 4200/-
8	<i>Period of Probation</i>	No Probation
9	<i>Method of Recruitment</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Junior Technical Superintendent in the GP of Rs. 4200/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Junior Technical Superintendent in the GP of Rs. 4200/- will be minimum qualifying service requirement.
10	<i>In case of recruitment by deputation/ transfer, grades from which deputation/ transfer to be made</i>	Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post or having service experience of 5 years on a position drawing GP of 4200/- in PB2 in similar trade/occupation and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.b(ii).4 Junior Technical Superintendent

1.	<i>Name of the Post</i>	Junior Technical Superintendent
2.	<i>Number of posts</i>	As per sanctioned strength
3.	<i>Classification</i>	Group – B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB – 2 (Rs.9,300 – 34,800/-) with Grade Pay of Rs.4200/-.
5.	<i>Mode of Recruitment</i>	Direct and Promotion
6.	<i>Age limit for direct recruitment</i>	35 years.
7.	<i>Educational and other qualifications required for direct Recruits</i>	<p>Essential: First class Bachelor's (Honours) Degree in Sciences in relevant subject or equivalent grade from a recognized University / Institute with minimum 5 years of experience</p> <p style="text-align: center;">Or</p> <p>First class Diploma in Engineering in relevant field with excellent academic record with minimum 5 years' experience.</p> <p style="text-align: center;">Or</p> <p>Post-graduate Degree in Science with 2 years experience or B.E./ B.Tech. in relevant field from a recognized University or Institute with one year experience.</p>
8.	<i>Period of probation, if any</i>	Two years
9.	<i>Method of Recruitment</i>	<p>For Direct Recruitment: Trade test/Written and/Or Interview</p> <p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Senior Laboratory Assistant in the GP of Rs. 2800/- in PB1 will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Senior Laboratory Assistant Assistant in the GP of Rs. 2800/- in PB1 will be minimum qualifying service requirement.</p>
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p>Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.c.1 Senior Library Information Officer

1.	<i>Name of the Post</i>	Senior Library Information Officer
2.	<i>Number of posts</i>	Promotional cadre
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9,300 - 34,800) with Grade Pay of Rs. 5400/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age limit for direct recruitment</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p>Essential:</p> <p>i. Post Graduate Degree in Library Science from a recognized University with 02 year experience in a Library/ Computerization of a Library.</p> <p>ii. 5 years' experience as Library Information Officer or equivalent in the relevant field at a grade pay of 4800/- in PB2.</p> <p>Desirable:</p> <p>Candidate possessing (1) Higher academic qualification and/or experience and (2) Knowledge of Library automation & networking will be given preference.</p>
8.	<i>Period of Probation</i>	No probation
9.	<i>Method of Recruitment</i>	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Library Information Officer in the GP of Rs. 4800/- will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Library Information Officer in the GP of Rs. 4800/- will be minimum qualifying service requirement</p>
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p>Deputation/Contract:</p> <p>Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.c.2 Library Information Officer

1.	<i>Name of the Post</i>	Library Information Officer
2.	<i>Number of Post</i>	Promotional cadre
3.	<i>Classification</i>	Group B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB – 2 (Rs.9,300 – Rs.34,800) with Grade Pay of Rs.4800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit for direct recruitment</i>	No Bar
7.	<i>Educational and other qualification</i>	<p>Essential:</p> <p>iii. Post Graduate Degree in Library Science from a recognized University with 02 year experience in a Library/ Computerization of a Library.</p> <p>iv. 5 years' experience as Assistant Library Information officer or equivalent in the relevant field at a grade pay of 4600/- in PB2.</p> <p>Desirable:</p> <p>Candidate possessing (1) Higher academic qualification and/ or experience and (2) Knowledge of Library automation & networking will be given preference.</p>
8.	<i>Period of Probation</i>	No probation
9.	<i>Method of Recruitment</i>	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Assistant Library Information officer in the GP of Rs. 4600/- will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Assistant Library Information officer in the GP of Rs. 4600/- will be minimum qualifying service requirement.</p>
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation/ transfer to be made</i>	<p>Deputation/Contract:</p> <p>Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.c.3 Assistant Library Information Officer

1.	<i>Name of the Post</i>	Assistant Library Information Officer
2.	<i>Number of Post</i>	Promotional cadre
3.	<i>Classification</i>	Group B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9,300 - Rs.34,800) with AGP of Rs.4600/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit for direct recruitment</i>	No Bar
7.	<i>Educational and other qualification required for direct recruitment</i>	<p>Essential:</p> <ul style="list-style-type: none"> i. Post Graduate Degree in Library Science from a recognized University with 02 year experience in a Library/ Computerization of a Library. ii. 5 years' experience as SLIA or equivalent in the relevant field at a grade pay of 4200/- in PB2 <p>Desirable: Candidate possessing (1) Higher academic qualification and/ or experience and (2) Knowledge of Library</p>
8.	<i>Period of Probation</i>	No probation
9.	<i>Method of Recruitment</i>	<p>For Promotion: Two ways of promotion process will exist</p> <ul style="list-style-type: none"> (i) Fast Promotion 5 years regular service at IIT Mandi as SLIA in the GP of Rs. 4200/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as SLIA in the GP of Rs. 4200/- will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p>Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <ul style="list-style-type: none"> (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.c.4 Senior Library Information Assistant

1.	<i>Name of the Post</i>	Senior Library Information Assistant (SLIA)
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9,300 - Rs.34,800) with Grade Pay of Rs. 4200/-
5.	<i>Mode of Recruitment</i>	Direct recruitment and Promotion
6.	<i>Age Limit for direct recruitment</i>	35 years
7.	<i>Educational and other qualifications</i>	<u>Essential:</u> Post Graduate Degree in Library Science from a recognized University with 02 year experience in a Library/ Computerization of a Library <u>Desirable:</u> Candidate possessing (1) Higher academic qualification and/ or experience and (2) Knowledge of Library automation & networking will be given preference
8.	<i>Period of Probation</i>	Two years for Direct Recruitment
9.	<i>Method of Recruitment</i>	Written Test and/Or Interview
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<u>Deputation/Contract:</u> Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.d.1 Deputy Sports Officer

1.	<i>Name of the Post</i>	Deputy Sports Officer
2.	<i>Number of Post</i>	Promotion cadre
3.	<i>Classification</i>	Group -B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 - Rs. 34,800) with Grade Pay of Rs.5400/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit for direct recruitment</i>	No Bar
7.	<i>Educational and other qualification</i>	Essential: (i) Bachelor's or Master's Degree in Physical Education with Diploma in Coaching from NIS Patiala. (ii) 5 years relevant experience as Assistant Sports Officer or equivalent in the GP of 4800/- in PB2.
8.	<i>Period of Probation</i>	No probation
9.	<i>Method of Recruitment:</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Assistant Sports Officer in the GP of Rs. 4800/- in PB2 will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Assistant Sports Officer in the GP of Rs. 4800/- in PB2 will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.d.2 Assistant Sports Officer

1	<i>Name of the Post</i>	Assistant Sports Officer
2	<i>Number of Post</i>	Promotion Cadre
3	<i>Classification</i>	Group B
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 – Rs. 34,800) with Grade Pay of Rs.4800/-
5	<i>Mode of Recruitment</i>	Promotion
6	<i>Age Limit for direct recruitment</i>	No Bar
7	<i>Educational and other qualification</i>	Essential: (i) Bachelor's or Master's Degree in Physical Education with Diploma in Coaching from NIS Patiala. (ii) 5 years relevant experience as PTI Grade-I or equivalent in the GP of 4600/- in PB2.
8	<i>Period of Probation</i>	No probation
9	<i>Method of Recruitment:</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as PTI Grade - I in the GP of Rs. 4600/- in PB2 will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as PTI Grade-I in the GP of Rs. 4600/- in PB2 will be minimum qualifying service requirement.
10	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.d.3 Physical Training Instructor (PTI) Grade - I

1	<i>Name of the Post</i>	Physical Training Instructor (PTI) Grade - I
2	<i>Number of Post</i>	Promotional Cadre
3	<i>Classification</i>	Group B
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 - Rs. 34,800) with Grade Pay of Rs.4600/-
5	<i>Mode of Recruitment</i>	Promotion
6	<i>Age Limit for direct recruitment</i>	No Bar
7	<i>Educational and other qualification</i>	<p>Essential:</p> <p>(i) Bachelor's or Master's Degree in Physical Education with Diploma in Coaching from NIS Patiala.</p> <p>(ii) 5 years relevant experience as PTI or equivalent in the GP of 4200/- in PB2.</p> <p>Desirable:</p> <p>(i) Coaching Basketball/Badminton/Lawn-Tennis/Cricket/ Table Tennis/Squash/Athletics.</p> <p>(ii) Representation at State or National level in any of these above fields.</p>
8	<i>Period of Probation</i>	No probation
9	<i>Method of Recruitment:</i>	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as PTI in the GP of Rs. 4200/- in PB2 will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as PTI in the GP of Rs. 4200/- in PB2 will be minimum qualifying service requirement.</p>
10	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p>Deputation/Contract: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.d.4 Physical Training Instructor (PTI)

1.	<i>Name of the Post</i>	Physical Training Instructor (PTI)
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 – Rs. 34,800) with Grade Pay of Rs.4200/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit for direct recruitment</i>	35 years
7.	<i>Educational and other qualification</i>	<p><u>Essential:</u></p> <p>(i) Bachelor's or Master's Degree in Physical Education with Diploma in Coaching from NIS, Patiala</p> <p>(ii) 04 years relevant coaching experience for UG Degree holder and 02 years for PG Degree holder.</p> <p><u>Desirable:</u></p> <p>(i) Coaching Basketball/Badminton/Lawn-Tennis/Cricket/ Table Tennis/Squash/Athletics.</p> <p>(ii) Representation at State or National level in any of these above fields.</p>
8.	<i>Period of Probation</i>	Two years
9.	<i>Method of Recruitment:</i>	Written/Trade Test and Interview
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p><u>Deputation:</u></p> <p>Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.e.1 Matron

1	Name of the Post	Matron
2	Number of Post	Promotional cadre
3	Classification	Group B
4	Scale of pay (Pay band and Grade Pay)	PB 2 (Rs.9300 - Rs. 34,800) with Grade Pay of Rs.5,400/-
5	Mode of Recruitment	Promotion
6	Age Limit for direct recruitment	No Bar
7	Educational and other qualification	<p>Essential</p> <p>(i) Intermediate or 10+2 or Equivalent with 3 years diploma in General Nursing and Mid-wifery.</p> <p>(ii) Registration with Nursing Council and</p> <p>(iii) 5 year experience in a hospital recognized by the Central or State Nursing Council on a relevant position in the GP of 4800/- in PB2 as per 6th CPC recommendations.</p>
8	Period of Probation	No Probation
9	Method of Recruitment:	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) Fast Promotion 5 years regular service at IIT Mandi as Assistant Matron in the GP of Rs. 4800/- in PB2 will be minimum qualifying service requirement.</p> <p>(ii) Assured Promotion 8 years regular service at IIT Mandi as Assistant Matron in the GP of Rs. 4800/- in PB2 will be minimum qualifying service requirement.</p>
10	In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made	<p>Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.e.2 Assistant Matron

1.	<i>Name of the Post</i>	Assistant Matron
2.	<i>Number of Post</i>	Promotional cadre
3.	<i>Classification</i>	Group B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 - Rs. 34,800) with Grade Pay of Rs.4,800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit for direct recruitment</i>	No Bar
7.	<i>Educational and other qualification</i>	Essential (i) Intermediate or 10+2 or Equivalent with 3 years diploma in General Nursing and Mid-wifery. (ii) Registration with Nursing Council and (iii) 5 year experience in a hospital recognized by the Central or State Nursing Council on a relevant position in the GP of 4600/- in PB2 as per 6 th CPC recommendations.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment:</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Senior Staff Nurse in the GP of Rs. 4600/- in PB2 will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Senior Staff Nurse in the GP of Rs. 4600/- in PB2 will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation/ transfer to be made</i>	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.e.3 Senior Staff Nurse

1	<i>Name of the Post</i>	Senior Staff Nurse
2	<i>Number of Post</i>	Promotional Cadre
3	<i>Classification</i>	Group B
4	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 - Rs. 34,800) with GP of Rs.4,600
5	<i>Mode of Recruitment</i>	Promotion
6	<i>Age Limit for direct recruitment</i>	No Bar
7	<i>Educational and other qualification required for direct recruitment</i>	<p><u>Essential</u></p> <p>(i) Intermediate or 10+2 or Equivalent with 3 years diploma in General Nursing and Mid-wifery.</p> <p>(ii) Registration with Nursing Council</p> <p>(iii) 5 year experience in a hospital recognized by the Central or State Nursing Council on a relevant position in the GP of 4200/- in PB2 as per 6th CPC recommendations.</p>
8	<i>Period of Probation</i>	No Probation
9	<i>Method of Recruitment:</i>	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Staff Nurse/Tech. Superintendent (Med) in the GP of Rs. 4200/- in PB2 will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular service at IIT Mandi as Staff Nurse/Tech. Superintendent (Med) in the GP of Rs. 4200/- in PB2 will be minimum qualifying service requirement.</p>
10	<i>In case of recruitment by deputation/ transfer, grades from which deputation/ transfer to be made</i>	<p><u>Deputation:</u> Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, (ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.e.4 Staff Nurse

1.	<i>Name of the Post</i>	Staff Nurse/Technical Superintendent (Medical)
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 2 (Rs.9300 – Rs. 34,800) with GP of Rs.4,200
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit for direct recruitment</i>	35 years
7.	<i>Educational and other qualification</i>	Essential (i) Intermediate or 10+2 or Equivalent with 3 years diploma in General Nursing and Mid-wifery. (ii) Registration with Nursing Council (iii) 1 year experience in a hospital recognized by the Central or State Nursing Council.
8.	<i>Period of Probation</i>	Two years for Direct Recruitment
9.	<i>Method of Recruitment:</i>	Written Test and Interview
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, (ii) Possessing educational qualification and experience as prescribed in Column 7

B.e.5 Senior Pharmacist Grade - I

1.	<i>Name of the Post</i>	Senior Pharmacist Grade - I
2.	<i>Number of Post</i>	Promotional Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9300 - Rs.34800) with Grade Pay of Rs.5400/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p>Essential:</p> <ul style="list-style-type: none"> (i) Matriculation or equivalent (ii) Diploma/degree in pharmacy granted by an Institute of Central/State Government or a recognized Institute by Central/State Government (iii) Should be registered as a pharmacist under the Pharmacy Act 1948 (iv) Min. Five years service experience in the relevant field on a position at GP of 4800/- in PB2 as per 6th CPC recommendations
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	<p>Two ways of promotion will exist</p> <ul style="list-style-type: none"> (i) Fast Promotion 5 years regular service at IIT Mandi as Senior Pharmacist will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular services at IIT Mandi as Senior Pharmacist will be minimum qualifying service requirement.

B.e.6 Senior Pharmacist

1.	<i>Name of the Post</i>	Senior Pharmacist
2.	<i>Number of Post</i>	Promotion Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9300 – Rs.34800) with Grade Pay of Rs. 4800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u></p> <p>(i) Matriculation or equivalent</p> <p>(ii) Diploma/degree in pharmacy granted by an Institute of Central/State Government or a recognized Institute by Central/State Government</p> <p>(iii) Should be registered as a pharmacist under the Pharmacy Act 1948</p> <p>(iv) Min. Five years service experience in the relevant field on a position at GP of 4600/- in PB2 as per 6th CPC recommendations</p>
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	<p>Two ways of promotion will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Pharmacist Grade - I will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular services at IIT Mandi as Pharmacist Grade - I will be minimum qualifying service requirement.</p>

B.e.7 Pharmacist Grade - I

1.	<i>Name of the Post</i>	Pharmacist Grade - I
2.	<i>Number of Post</i>	Promotional Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9300 - Rs.34800) with Grade Pay of Rs.4600/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u></p> <p>(i) Matriculation or equivalent</p> <p>(ii) Diploma/degree in pharmacy granted by an Institute of Central/State Government or a recognized Institute by Central/State Government</p> <p>(iii) Should be registered as a pharmacist under the Pharmacy Act 1948</p> <p>(iv) Min. Five years service experience as Pharmacist</p>
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	<p>Two ways of promotion will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Pharmacist will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular services at IIT Mandi as Pharmacist will be minimum qualifying service requirement.</p>

B.e.8 Medical Superintendent

1.	<i>Name of the Post</i>	Medical Superintendent
2.	<i>Number of Post</i>	Promotion cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9300 - Rs.34,800) with Grade Pay of Rs. 4600/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u></p> <p>(i) Matriculation or equivalent</p> <p>(ii) Diploma/degree in Medical related discipline granted by an Institute of Central/State Government or a recognized Institute by Central/State Government.</p> <p>(iii) Registered with State/Central Government Agency</p> <p>(iv) Knowledge of computer office applications</p> <p>(v) At least 5 years serving experience in the relevant field on a position at the GP of 4200/- in PB2 as per 6th CPC recommendations.</p>
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	<p>Two ways of promotion will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Junior Medical Superintendent will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular services at IIT Mandi as Junior Medical Superintendent will be minimum qualifying service requirement.</p>

B.e.9 Junior Medical Superintendent

1.	<i>Name of the Post</i>	Junior Medical Superintendent
2.	<i>Number of Post</i>	Promotion cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9300 - Rs.34800) with Grade Pay of Rs. 4200/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u></p> <p>(i) Matriculation or equivalent</p> <p>(ii) Diploma/degree in Medical related discipline granted by an Institute of Central/State Government or a recognized Institute by Central/State Government.</p> <p>(iii) Registered with State/Central Government Agency</p> <p>(iv) Knowledge of computer office applications</p> <p>(v) At least 5 years serving experience in the relevant field on a position at the GP of 2800/- in PB1 as per 6th CPC recommendations.</p>
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	<p>Two ways of promotion will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Senior Laboratory Assistant (Medical) will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular services at IIT Mandi as Senior Laboratory Assistant (Medical) will be minimum qualifying service requirement.</p>

B.f.1 Security Officer Grade - II

1.	<i>Name of the Post</i>	Security Officer Grade - II
2.	<i>Number of Post</i>	Promotional cadre
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB -2 (Rs.9300 – Rs. 34,800) with Grade Pay of Rs.5400/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential: (i) Graduate or Equivalent from recognized University (ii) At least ten years experience in Police/para Military forces/ Armed forces of the Union and held not below the rank of ASI (Exe)/Naib Subedar or an equivalent position with exemplary services. (iii) Min 5 years experience as Security Officer Grade – I or equivalent in the relevant area in the GP of 4800/- in PB2.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment:</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Security Officer Grade-I in the GP of Rs. 4800/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Security Officer Grade-I in the GP of Rs. 4800/- will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.f.2 Security Officer Grade - I

1.	<i>Name of the Post</i>	Security Officer Grade - I
2.	<i>Number of Post</i>	Promotional cadre
3.	<i>Classification</i>	Group - B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9300 - Rs. 34,800) with Grade Pay of Rs.4800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u></p> <p>(i) Graduate or Equivalent from recognized University</p> <p>(ii) At least ten years experience in Police/para Military forces/ Armed forces of the Union and held not below the rank of ASI (Exe)/Naib Subedar or an equivalent position with exemplary services.</p> <p>(iii) Min 5 years experience as Security Officer or equivalent in the GP of 4600/- in PB2.</p>
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment:</i>	<p>For Promotion: Two ways of promotion process will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Security Officer in the GP of Rs. 4600/- in PB2 will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular service at IIT Mandi as Security Officer in the GP of Rs. 4600/- in PB2 will be minimum qualifying service requirement.</p>
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p><u>Deputation:</u> Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

B.f.3 Security Officer

1.	<i>Name of the Post</i>	Security Officer
2.	<i>Number of Post</i>	1 (One)
3.	<i>Classification</i>	Group B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9300 – Rs.34,800) with Grade Pay of Rs. 4600/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment (initially) subsequently by Promotion
6.	<i>Age Limit</i>	40 years for Direct Recruitment/For promotion no bar
7.	<i>Educational and other qualifications</i>	Essential (i) Graduate or Equivalent from recognized University (ii) At least ten years experience in Police/para Military forces/Armed forces of the Union and held not below the rank of ASI (Exe)/Naib Subedar or an equivalent position with exemplary services. (iii) Minimum experience of 5 years as Deputy Security Officer or equivalent in the GP of 4200/- in PB2.
8.	<i>Period of Probation</i>	One year for Direct recruitment
9.	<i>Method of Recruitment:</i>	For Direct recruitment: Written/Trade test and/Or Interview For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Deputy Security Officer in the GP of Rs. 4200/- will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Deputy Security Officer in the GP of Rs. 4200/- will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7

B.f.4 Deputy Security Officer

1.	<i>Name of the Post</i>	Deputy Security Officer
2.	<i>Number of Post</i>	1 (One)
3.	<i>Classification</i>	Group B
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 2 (Rs.9300 – Rs.34,800) with Grade Pay of Rs. 4200/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	35years
7.	<i>Educational and other qualifications</i>	<p>Essential:</p> <p>(i) Graduate or Equivalent from recognized University</p> <p>(ii) At least ten years experience in Police/Para Military forces/ Armed forces of the Union and held just below the rank of ASI (Exe)/Naib Subedar or an equivalent position with exemplary services.</p> <p>Desirable:</p> <p>(iii) Completion of Fire Fighting course or unarmed combat course in Army or Para Military force.</p> <p>(iv) Should be able to speak and write both in English and Hindi.</p>
8.	<i>Period of Probation</i>	Two years
9.	<i>Method of Recruitment:</i>	Written/Trade Test and/Or Interview
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	<p>Deputation:</p> <p>Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU:</p> <p>(i) Holding analogous post, and</p> <p>(ii) Possessing educational qualification and experience as prescribed in Column 7</p>

C.a.1.i Senior Assistant

1.	<i>Name of the Post</i>	Senior Assistant
2.	<i>Number of Post</i>	Promotion Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs. 2800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit for direct recruitment</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential (i) Educational qualification same as that of Junior Assistant with knowledge of computer applications. (ii) Min. Experience of 5 years as Junior Assistant or equivalent in the GP of 2000/- in PB1.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment:</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Junior Assistant in the GP of Rs. 2000/- in PB1 will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Junior Assistant in the GP of Rs. 2000/- in PB1 will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7
11.	<i>Other Conditions</i>	Only for existing Junior Assistants at the time of adoption of these RRs as one time benefit (i) The Junior Assistant in the GP of Rs. 2400/- at IIT Mandi with 2 years of regular service will be eligible for Fast Promotion. (ii) The Junior Assistant in the GP of Rs. 2400/- at IIT Mandi with 5 Years regular service will be eligible for Assured Promotion.

C.a.1.ii Senior Accountant

1.	<i>Name of the Post</i>	Senior Accountant
2.	<i>Number of Post</i>	Promotion Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs. 2800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit for direct recruitment</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential (i) Educational qualification same as that of Junior Accountant with knowledge of computer applications. (ii) Min. Experience of 5 years as Junior Accountant or equivalent in the GP of 2400/- in PB1.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment:</i>	For Promotion: Two ways of promotion process will exist (i) Fast Promotion 5 years regular service at IIT Mandi as Junior Accountant in the GP of Rs. 2400/- in PB1 will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular service at IIT Mandi as Junior Accountant in the GP of Rs. 2400/- in PB1 will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7
11.	<i>Other Conditions</i>	Only for existing Junior Accountant serving in the GP of Rs. 2800/- at the time of adoption of these RRs as one time benefit Junior Accountant at IIT Mandi in the GP of Rs 2800/- on completion of 2 years of regular service will be re-designated as Senior Accountant and shall follow the progression as per applicable for re-designated post.

C.a.2.i Junior Assistant

1.	<i>Name of the Post</i>	Junior Assistant
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2000/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	30 years
7.	<i>Educational and other qualifications</i>	<u>Essential:</u> Bachelor's Degree (Min 55%marks) with knowledge of computer applications. With at least 01 years of relevant experience. Or Master's Degree (Min 55% marks) with knowledge of computer applications. <u>Desirable:</u> Experience in handling Establishment matters/ Legal / Purchase and Import/ Accounts/ Audit/ Hospitality etc.
8.	<i>Period of Probation</i>	Two Years
9.	<i>Method of Recruitment</i>	Written/Trade Test and/Or Interview

C.a.2.ii Junior Accountant

1.	<i>Name of the Post</i>	Junior Accountant
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs. 2400/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	30 years
7.	<i>Educational and other qualifications</i>	<u>Essential:</u> B Com (Min 55% or above) from a recognized university with knowledge of computer applications and at least 01 year of relevant working experience on Accounting Software Or M.Com.(Min 55% or above) with Knowledge of Computer applications and acquaintance of working experience on Accounting Software. .
8.	<i>Period of Probation</i>	Two Years
9.	<i>Method of Recruitment:</i>	Written/Trade Test and/or Interview

C.b(ii).1 Senior Laboratory Assistant (SLA) (Technical)

1.	<i>Name of the Post</i>	Senior Laboratory Assistant (Technical)
2.	<i>Number of Post</i>	Promotion Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB -1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs. 2800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	(i) Same as for Junior Laboratory Assistant (JLA) and (ii) Min 5 years service experience as JLA in the GP of Rs. 2400/- in PB1.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	Two ways of promotion will exist (i) Fast Promotion 5 years regular service at IIT Mandi as JLA will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular services at IIT Mandi as JLA will be minimum qualifying service requirement.
10.	<i>In case of recruitment by deputation/ transfer, grades from which deputation / transfer to be made</i>	Deputation: Officers from the Central/ State Governments or Institute of national importance or Universities / University level Institution or PSU: (i) Holding analogous post, and (ii) Possessing educational qualification and experience as prescribed in Column 7
11.	<i>Other Conditions</i>	Only for existing Jr. Lab Assistants at the time of adoption of these RRs as one time benefit (i) JLA at IIT Mandi in the GP of Rs 2400/- on completion of 2 years of regular service for Fast Promotion. (ii) JLA at IIT Mandi in the GP of Rs 2400/- on completion of 5 years of regular service through Assured Promotion.

C.b(ii).2 Junior Laboratory Assistant (JLA) (Technical)

1.	<i>Name of the Post</i>	Junior Laboratory Assistant (JLA) (Technical)
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB -1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs. 2400/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	30 years
7.	<i>Educational and other qualifications</i>	Essential: (i) Diploma in relevant Engineering discipline of 3 years duration from a recognized Polytechnic/Institute or B.Sc. degree (Min 55% marks) in relevant field from a recognized university (ii) 2 years working experience in relevant discipline (iii) Knowledge of computer office applications
8.	<i>Period of Probation</i>	Two Years
9.	<i>Method of Recruitment:</i>	Written/Trade Test and/or Interview

C.c.1 Junior Library Information Assistant Grade-I

1.	<i>Name of the Post</i>	Junior Library Information Assistant (JLIA) Grade-I
2.	<i>Number of Post</i>	Promotion Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	Qualification Same as for Junior Library Information Assistant with 5 years service experience as JLIA.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	Two ways of promotion will exist (i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Jr. Lib. Information Assistant (JLIA) will be minimum qualifying service requirement. (ii) <u>Assured Promotion</u> 8 years regular services at IIT Mandi as Jr. Lib. Information Assistant (JLIA) will be minimum qualifying service requirement.

C.c.2 Junior Library Information Assistant

1.	<i>Name of the Post</i>	Junior Library Information Assistant (JLIA)
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with GP of Rs.2400/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	30 years
7.	<i>Educational and other qualifications</i>	Essential: i) Diploma in Library Science from a recognized University with 05 year experience in a Library/ Computerization of a Library.
8.	<i>Period of Probation</i>	Two years
9.	<i>Method of Recruitment</i>	Written/Trade Test and/or Interview

C.e.1 Pharmacist

1.	<i>Name of the Post</i>	Pharmacist
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 – Rs.20,200) with Grade Pay of Rs.2800/-, on completion of two years at Institute, the incumbent will move to GP of Rs. 4200/- in PB2 on the same designation.
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	30 years
7.	<i>Educational and other qualifications</i>	Essential: (i) Matriculation or equivalent (ii) Diploma/degree in pharmacy granted by an Institute of Central/State Government or a recognized Institute by Central/State Government (iii) Should be registered as a pharmacist under the Pharmacy Act 1948
8.	<i>Period of Probation</i>	Two Years
9.	<i>Method of Recruitment</i>	Written/Trade Test and/or Interview

C.e.2 Senior Laboratory Assistant (Medical)

1.	<i>Name of the Post</i>	Senior Laboratory Assistant (Medical)
2.	<i>Number of Post</i>	Promotion Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p>Essential:</p> <ul style="list-style-type: none"> (i) Matriculation or equivalent (ii) Diploma/degree in Medical related discipline granted by an Institute of Central/State Government or a recognized Institute by Central/State Government. (iii) Registered with State/Central Government Agency (iv) Knowledge of computer office applications (v) At least 5 years serving experience in the relevant field on a position at the GP of 2400/- in PB1 as per 6th CPC recommendations.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	<p>Two ways of promotion will exist</p> <ul style="list-style-type: none"> (i) Fast Promotion 5 years regular service at IIT Mandi as Junior Laboratory Assistant (Medical) will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular services at IIT Mandi as Junior Laboratory Assistant (Medical) will be minimum qualifying service requirement.

C.e.3 Junior Laboratory Assistant (Medical)

1.	<i>Name of the Post</i>	Junior Lab Assistant (Medical)
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 – Rs.20,200) with Grade Pay of Rs. 2400/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	30 years
7.	<i>Educational and other qualifications</i>	Essential: (i) Matriculation or equivalent (ii) Diploma/degree in Medical related discipline granted by an Institute of Central/State Government or a recognized Institute by Central/State Government. (iii) Registered with State/Central Government Agency. (iv) Knowledge of computer office applications
8.	<i>Period of Probation</i>	Two Years
9.	<i>Method of Recruitment:</i>	Written/Trade Test and/or Interview.

C.g.2 Senior Driver

1.	<i>Name of the Post</i>	Senior Driver
2.	<i>Number of Post</i>	Promotion cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	<p><u>Essential:</u></p> <p>(i) 10th standard pass</p> <p>(ii) Valid commercial driving license of MUV at least.</p> <p>(iii) Relevant service experience of driving of at least five years on a position at the GP of 2400 in PB1 as per 6th CPC recommendations.</p>
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	<p>Two ways of promotion will exist</p> <p>(i) <u>Fast Promotion</u> 5 years regular service at IIT Mandi as Driver Grade - I will be minimum qualifying service requirement.</p> <p>(ii) <u>Assured Promotion</u> 8 years regular services at IIT Mandi as Driver Grade - I will be minimum qualifying service requirement.</p>

C.g.3 Driver Grade - I

1.	<i>Name of the Post</i>	Driver Grade - I
2.	<i>Number of Post</i>	Promotion cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2400/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential: (i) 10 th standard pass (ii) Valid commercial driving license of MUV at least. (iii) Relevant service experience of driving of at least five years on a position at the GP of 2000 in PB1 as per 6 th CPC recommendations.
8.	<i>Period of Probation</i>	No probation
9.	<i>Method of Recruitment</i>	Two ways of promotion will exist (i) Fast Promotion 5 years regular service at IIT Mandi on the post of Driver will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular services at IIT Mandi on the post of Driver will be minimum qualifying service requirement.

C.g.4 Driver

1.	<i>Name of the Post</i>	Driver
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2000/-
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	30 years
7.	<i>Educational and other qualifications</i>	Essential: (i) 10 th standard pass (ii) Valid commercial driving license of MUV at least. (iii) 01 year experience as Driver in a similar Government office
8.	<i>Period of Probation</i>	Two Years
9.	<i>Method of Recruitment</i>	Written/Trade Test and/or Interview

C.g.5 Senior Attendant (Multi Skilled) Grade - I

1.	<i>Name of the Post</i>	Senior Attendant (Multi Skilled) Grade - I
2.	<i>Number of Post</i>	Promotion cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2800/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential: (i) 10 th standard pass (ii) Service experience of at least five years at the GP of 2400 in PB1 as per 6 th CPC recommendations.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	Two ways of promotion will exist (i) Faster Promotion 5 years regular service at IIT Mandi as Senior Attendant (Multi Skilled) will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular services at IIT Mandi as Senior Attendant (Multi Skilled) will be minimum qualifying service requirement.

C.g.6 Senior Attendant (Multi Skilled)

1.	<i>Name of the Post</i>	Senior Attendant (Multi Skilled)
2.	<i>Number of Post</i>	Promotion cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2400/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential: (i) 10 th standard pass (ii) Service experience of at least five years at the GP of 2000 in PB1 as per 6 th CPC recommendations.
8.	<i>Period of Probation</i>	No Probation
9.	<i>Method of Recruitment</i>	Two ways of promotion will exist (i) Faster Promotion 5 years regular service at IIT Mandi as Attendant (Multi Skilled) will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular services at IIT Mandi as Attendant (Multi Skilled) will be minimum qualifying service requirement.

C.g.7 Attendant (Multi Skilled)

1.	<i>Name of the Post</i>	Attendant (Multi Skilled)
2.	<i>Number of Post</i>	Promotion Cadre
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.2000/-
5.	<i>Mode of Recruitment</i>	Promotion
6.	<i>Age Limit</i>	No Bar
7.	<i>Educational and other qualifications</i>	Essential: (i) 10 th standard pass (ii) Service experience of at least five years at the GP of 1900 in PB1 as per 6 th CPC recommendations.
8.	<i>Period of Probation</i>	No probation
9.	<i>Method of Recruitment</i>	Two ways of promotion will exist (i) Faster Promotion 5 years regular service at IIT Mandi as Junior Attendant (Multi Skilled) will be minimum qualifying service requirement. (ii) Assured Promotion 8 years regular services at IIT Mandi as Junior Attendant (Multi Skilled) will be minimum qualifying service requirement.

C.g.8 Junior Attendant (Multi Skilled)

1.	<i>Name of the Post</i>	Junior Attendant (Multi Skilled)
2.	<i>Number of Post</i>	As per sanctioned strength
3.	<i>Classification</i>	Group - C
4.	<i>Scale of pay (Pay band and Grade Pay)</i>	PB - 1 (Rs.5,200 - Rs.20,200) with Grade Pay of Rs.1800/-, after completion of one year the incumbent will automatically move to GP of 1900/- in PB1 but will hold the same designation.
5.	<i>Mode of Recruitment</i>	Direct Recruitment
6.	<i>Age Limit</i>	30 years
7.	<i>Educational and other qualifications</i>	Essential: (i) 10 th standard pass (ii) 01 year experience as attendant or helper in a similar Government office
8.	<i>Period of Probation</i>	Two Years
9.	<i>Method of Recruitment</i>	Written/Trade Test and/or Interview

B1. Structure of Scrutiny/Screening Committee

The Scrutiny/Screening Committee for each post shall be constituted by the Competent Authority i.e. Director, IIT Mandi. The Committee should comprise of at least 2 persons holding a position higher than the post advertised for.

B2. Structure of Selection Committee

B2.1 In the case of post of Librarian, the Selection Committee shall consist

1.	The Director	Chairman
2.	Two nominees of the Board, one being an Expert Member, but other than a member of the Board	Member
3.	One expert nominated by the Senate	Member

B2.2 In the case of Registrar and other Group 'A' positions carrying a grade pay of Rs. 5400/- or above in the pay band of PB3 or PB4, the Selection Committee shall consist of:

1.	The Director	Chairman
2.	Deputy Director or any one from Deans	Member
3.	Two Nominees of the Board	Member
4.	Registrar, except for the post of Registrar	Member

B2.3 In the case of other posts not covered by categories above and carrying a pay band with maximum of Grade Pay of Rs. 5,400/- in PB2 or below, Selection Committee shall consist of:

1.	The Director	Chairman
2.	A Nominee of the Board	Member
3.	Head of the Department concerned OR Registrar, as the case may be	Member
4.	An Expert nominated by the Director	Member

Competent authority can co-opt expert to be a member of the selection committee.

B3. Structure of Selection Committee for Fast promotion

B3.1 For every such post of Group 'A' cadre carrying grade pay of Rs. 5400/- or above in pay bands of PB3 or PB4, the Internal Selection Committee shall consist of:

1.	The Director or his nominee	Chairman
2.	Deputy Director or Any Dean	Member
3.	Registrar/School Chair/ Officer In charge of the Section	Member
4.	One Expert to be nominated by Director	Member

B3.2 For every such posts of Group 'B' & 'C' other than mentioned at B3.1 above, the Internal Selection Committee shall consist of:

1.	To be nominated by the Director	Chairman
2.	Registrar/ School Chair/ Officer In charge of the section	Member
3.	One Expert to be nominated by Director	Member

B4. Structure of Selection Committee for Assured promotion

B4.1 For every such post of Group 'A' cadre carrying grade pay of Rs. 5400/- or above in pay bands of PB3 or PB4, the Internal Assessment Committee shall consist of:

1.	The Director or his nominee	Chairman
2.	Deputy Director or Any Dean	Member
3.	Registrar	Member
4.	School Chair/ Officer In charge of the Section	Member

B4.2 For every such posts of Group 'B' & 'C' carrying grade pay of Rs. 5400/- in PB2 or below, the Internal Assessment Committee shall consist of:

1.	To be nominated by the Director	Chairman
2.	School Chair/ Officer In Charge of the Section	Member
3.	Dy. Registrar (Admin)/ Asstt Registrar (Admin)	Member

Note

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1. In the case of all other posts, the Director, at his discretion, may constitute such Selection Committees as may be considered appropriate by him.
2. In the absence of the Director, any Member of the Staff of the Institute, who is appointed to perform the current duties of the Director, shall be the Chairman of the Selection Committees in the place of the Director.
3. In the absence of the Deputy Director, the Director may nominate any Member of the Staff of the Institute to work on the Selection Committees in his place.
4. Where a post is to be filled on contract basis or by invitation, the Chairman may, at his discretion, constitute such ad-hoc Selection Committees, as circumstances of each case may require.
5. Where a post is to be filled by promotion from amongst the members of the Institute or temporarily for a period not exceeding twelve months, the Board shall lay down the procedure to be followed.
6. Notwithstanding anything contained in these Recruitment Rules, the Board shall have the power to make appointments of persons trained under "approved" programmes in such manner as it may deem appropriate. The Board will maintain a schedule of such "approved" programmes.
7. If the post is to be filled by advertisement, the terms and conditions of the post shall be advertised by the Registrar or any official authorized by the Director, and all applications received within the date specified in the advertisement shall be considered by the Scrutiny Committee. Provided that the Scrutiny Committee may for sufficient reasons consider any application received after the date so specified.
8. The Scrutiny/Selection Committee shall examine the credentials of all persons who have applied and may also consider other suitable names suggested, if any, by a member of the Scrutiny/Selection Committee or brought otherwise to the notice of the Committee. The Selection Committee may interview any of the candidates as it thinks fit and shall at the discretion of its Chairman cause a written test or tests to be held for all or some of the candidates as the Chairman may think fit, and shall make its recommendations to the Board or the Director as the case may be, the names of the selected candidates being arranged in order of merit.
9. No act or proceeding of any Selection Committee shall be called in question on the ground merely of the absence of any member or members of the Selection Committee. Provided that if any meeting of the Selection Committee is found necessary, the Registrar or any official authorize by the Director shall give notice of the meeting to the members of the Committee at least a fortnight before the date of the meeting.
10. A Selection Committee constituted for the purpose of making recommendations for appointment to a post shall be eligible to exercise its functions in relation to that post until the time the appointment is made.

PROMOTION POLICY

PROMOTIONAL CADRE/LADDER WITH APPROPRIATE
GRADE PAY AND PAY BAND WITH DESIGNATION
GROUP 'B' & 'C' EMPLOYEES

ADMINISTRATIVE CADRE

Entry level Post/Scale	1 st Upward Movement	2 nd Upward Movement	3 rd Upward Movement
ADMINISTRATIVE STAFF			
Junior Assistant PB-1 (5200-20200) GP-2000	Senior Assistant PB-1 (5200-20200) GP-2800	Junior Superintendent PB-2 (9300-34800) GP-4200	Superintendent PB-2 (9300-34800) GP-4600
Junior Superintendent PB-2 (9300-34800) GP-4200	Superintendent PB-2 (9300-34800) GP-4600	Senior Superintendent PB-2 (9300-34800) GP-4800	Section Officer PB-2 (9300-34800) GP-5400
PS to Director/PA to Registrar PB-2 (9300-34800) GP-4200	Superintendent PB-2 (9300-34800) GP-4600	Senior Superintendent PB-2 (9300-34800) GP-4800	Section Officer PB-2 (9300-34800) GP-5400
ACCOUNTS STAFF			
Junior Accountant PB-1 (5200-20200) GP-2400	Senior Accountant PB-1 (5200-20200) GP-2800	Junior Superintendent (Accounts) PB-2 (9300-34800) GP-4200	Superintendent (Accounts) PB-2 (9300-34800) GP-4600
Junior Superintendent (Accounts) PB-2 (9300-34800) GP-4200	Superintendent PB-2 (9300-34800) GP-4600	Senior Superintendent PB-2 (9300-34800) GP-4800	Section Officer PB-2 (9300-34800) GP-5400
SECURITY STAFF			
Deputy Security Officer PB-2 (9300-34800) GP-4200	Security Officer PB-2 (9300-34800) GP-4600	Security Officer Grade - I PB-2 (9300-34800) GP-4800	Security Officer Grade - II PB-2 (9300-34800) GP-5400
SPORTS STAFF			
Physical Training Instructor PB-2 (9300-34800) GP-4200	Physical Training Instructor Grade - I PB-2 (9300-34800) GP-4600	Assistant Sports Officer PB-2 (9300-34800) GP-4800	Deputy Sports Officer PB-2 (9300-34800) GP-5400

TECHNICAL CADRE

Entry level Post/Scale	1 st Upward Movement	2 nd Upward Movement	3 rd Upward Movement
LIBRARY STAFF			
Junior Library Information Assistant PB-1 (5200-20200) GP-2400	Junior Library Information Assistant Grade - I PB-1 (5200-20200) GP-2800	Senior Library Information Assistant PB-2 (9300-34800) GP-4200	Assistant Library Information Officer PB-2 (9300-34800) GP-4600
Senior Library Information Assistant PB-2 (9300-34800) GP-4200	Assistant Library Information Officer PB-2 (9300-34800) GP-4600	Library Information Officer PB-2 (9300-34800) GP-4800	Senior Library Information Officer PB-2 (9300-34800) GP-5400
MEDICAL STAFF			
Junior Laboratory Assistant Medical PB-1 (5200-20200) GP-2400	Senior Laboratory Assistant Medical PB-1 (5200-20200) GP-2800	Junior Medical Superintendent PB-2 (9300-34800) GP-4200	Medical Superintendent PB-2 (9300-34800) GP-4600
Pharmacist* PB-1 (5200-20200) GP-2800 PB-2 (9300-34800) GP-4200	Pharmacist Grade I PB-2 (9300-34800) GP-4600	Senior Pharmacist PB-2 (9300-34800) GP-4800	Senior Pharmacist Grade I PB-2 (9300-34800) GP-5400
Staff Nurse PB-2 (9300-34800) GP-4200	Senior Staff Nurse PB-2 (9300-34800) GP-4600	Assistant Matron PB-2 (9300-34800) GP-4800	Matron PB-2 (9300-34800) GP-5400
TECHNICAL I & II			
Junior Laboratory Assistant (Technical) PB-1 (5200-20200) GP-2400	Senior Laboratory Assistant (Technical) PB-1 (5200-20200) GP-2800	Junior Technical Superintendent PB-2 (9300-34800) GP-4200	Technical Superintendent PB-2 (9300-34800) GP-4600
Junior Technical Superintendent PB-2 (9300-34800) GP-4200	Technical Superintendent PB-2 (9300-34800) GP-4600	Senior Technical Superintendent PB-2 (9300-34800) GP-4800	Senior Technical Superintendent Grade - I PB-2 (9300-34800) GP-5400
JE/Tech. Asst PB-2 (9300-34800) GP-4200	Assistant Engineer/Technical Superintendent PB-2 (9300-34800) GP-4600	Senior Assistant Engineer PB-2 (9300-34800) GP-4800	Senior Assistant Engineer Grade - I PB-2 (9300-34800) GP-5400

MULTI-SKILLED CADRE

Entry level Post/Scale	1 st Upward Movement	2 nd Upward Movement	3 rd Upward Movement
MULTI-SKILLED STAFF			
Junior Attendant (Multi Skilled) PB-1 (5200-20200) GP-1800/1900	Attendant (Multi Skilled) PB-1 (5200-20200) GP-2000	Senior Attendant (Multi Skilled) PB-1 (5200-20200) GP-2400	Senior Attendant (Multi Skilled) Grade - I PB-1 (5200-20200) GP-2800
Driver PB-1 (5200-20200) GP-2000	Driver Grade - I PB-1 (5200-20200) GP-2400	Senior Driver PB-1 (5200-20200) GP-2800	Senior Driver Grade - I PB-2 (9300-34800) GP-4200

Year 2016

Group A Positions in Non Teaching Cadres (Non-Tech, Tech1 & Tech2)

Sanctioned Strength: 99

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2009-
Registrar	10000	D	1
Dy Registrar/Finance Officer	7604	D	2
Asstt. Registrar	5400	D	7
Librarian	10000	D	
Deputy Librarian	8000	D/P	1
Assistant Librarian Grade - I	7000	P	
Assistant Librarian	6000	D	
Chief Sports Officer	8700	D	
Principal Sports Officer	7600	P	
Sports Officer Grade - I	6600	P	
Sports Officer	5400	D	
Chief Medical Officer	8700+NPA	D	
Principal Medical Officer	7600+NPA	P	
Medical Officer Grade - I	6600+NPA	P	
Medical Officer	5400+NPA	D	2
Superintending Engineer	8700	D	1
EE/PE & EO Grade - I	7600	P	
Executive Engineer/Project Engineer & Estate Officer (EE/PE & EO)	6600	D/P	
Assistant Executive Engineer	5400	D	2
Chief Technical Officer	10000	D	
Principal Technical Officer	8900	D/P	
Senior Technical Officer Grade - I	8700	D/P	
Seniot Technical Officer	7600	D/P	
Technical Officer Grade - I	6600	D/P	
Technical Officer	5400	D	2
	Total		18
Non Tech Admin Cadres			10
Tech1 (Medical+Estate) Cadres			5
Tech2 (Library, Sports, School, AMRC & IT Infrastructure) Cadres			3

Year 2016
Group B Positions in Non Teaching Cadres (Non-Tech, Tech1 & Tech2)

Sanctioned Strength: 99

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2009-
Section Officer	5400*	P	
Senior Superintendent	4800	P	
Superintendent	4600	P	
PS to Director/PA to Registrar	4200	D	2
Junior Superintendent	4200	D/P	7
Section Officer (Accounts)	5400*	P	
Senior Superintendent (Accounts)	4800	P	
Superintendent (Accounts)	4600	P	
Junior Superintendent (Accounts)	4200	D/P	1
Security Officer Grade - II	5400*	P	
Security Officer Grade - I	4800	P	
Security Officer	4600	D/P	1
Deputy Security Officer	4200	D	
Senior Library Information Officer	5400*	P	
Library Information Officer	4800	P	
Assistant Library Information Officer	4600	P	
Senior Library Information Assistant	4200	D/P	3
Deputy Sports Officer	5400*	P	
Assistant Sports Officer	4800	P	
Physical Training Instructor Grade - I	4600	P	
Physical Training Instructor	4200	D	2
Senior Pharmacist Grade I	5400*	P	
Matron	5400*	P	
Senior Pharmacist	4800	P	
Assistant Matron	4800	P	
Phramacist Grade I	4600	P	
Senior Staff Nurse	4600	P	
Medical Suprintendent	4600	P	
Pharmacist*	2800/4200	D	
Staff Nurse	4200	D	3
Junior Medical Suprintendent	4200	P	
Senior Assistant Engineer Grade - I	5400*	P	
Senior Assistant Engineer	4800	P	
Assistant Engineer/Technical Superintendent	4600	D/P	1
JE/Tech. Asst	4200	D	2
Senior Technical Superintendent Grade - I	5400*	P	
Senior Technical Superintendent	4800	P	
Technical Superintendent	4600	P	
Junior Technical Suprintendent	4200	D/P	6
	Total		28
Non Tech Admin Cadres			11
Tech1 (Medical+Estate) Cadres			6
Tech2 (Library, Sports, School, AMRC & IT Infrastructure) Cadres			11

Year 2016

Group C Positions in Non Teaching Cadres (Non-Tech, Tech1 & Tech2)

Sanctioned Strength: 99

Position	Grade Pay	Direct Recruitment or Promotional	Total Number in the year 2009-
Senior Assistant	2800	P	
Stenographer (Converted to Jr. Accountant)	2400	D	1
Junior Assistant	2000	D	21
Senior Accountant	2800	p	
Junior Accountant	2400	D	7
Junior Library Information Assistant Grade - I	2800	P	
Junior Library Information Assistant	2400	D	
Pharmacist*	2800/4200	D	1
Senior Laboratory Assistant Medical	2800	P	
Junior Laboratory Assistant Medical	2400	D	1
Senior Laboratory Assistant (Technical)	2800	P	
Junior Laboratory Assistant (Technical)	2400	D	18
Senior Driver	2800	P	
Driver Grade - I	2400	P	
Driver	2000	D	2
Senior Attendant (Multi Skilled) Grade - I	2800	P	
Senior Attendant (Multi Skilled)	2400	P	
Attendant (Multi Skilled)	2000	P	
Junior Attendant (Multi Skilled)	1800/1900	D	2
			53
Non Tech Admin Cadres			33
Tech1 (Medical+Estate) Cadres			20
Tech2 (Library, Sports, School, AMRC & IT Infrastructure) Cadres			

Tech1 & Tech2 are merged at C level while calculating the numbers