



**राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर**  
**NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR**  
*(An autonomous Institute of National Importance under the aegis of Ministry of Education, Govt. of India)*  
 हजरतबल, श्रीनगर, जम्मू-कश्मीर, 190006, भारत  
 Hazratbal, Srinagar Jammu and Kashmir, 190006, INDIA

**(Office of the Registrar)**

[Advertisement No. NITS/Non-Teaching-Recruitment/23/03(NT), Date:28-08-2023]

**Recruitment of Non-Teaching Staff**

Online applications in the prescribed format are invited from eligible Indian Nationals for following Non-Teaching posts:-

S.No.	Name of the Post	No. of Posts	7 <sup>th</sup> CPC Pay Level	Category				
				UR	OBC	SC	ST	EWS
1.	Sr. Technical Officer (CSC)	01	Level-12	01	-	-	-	-
2.	Sr. Students Activity & Sports (SAS) Officer	01	Level-12	01	-	-	-	-
3.	Superintendent	01	Level-06	01	-	-	-	-
4.	Personal Assistant	01	Level-06	01	-	-	-	-
5.	Technical Assistant (Civil Engg. Deptt.)	01	Level-06	01	-	-	-	-
6.	Technical Assistant (Metallurgical and Materials Engg. Deptt.)	01	Level-06	-	-	01	-	-
7.	Technical Assistant (Mechanical Engg. Deptt.)	01	Level-06	-	01	-	-	-
8.	Jr. Engineer (Civil)	01	Level-06	01	-	-	-	-
9.	Library & Information Assistant	02	Level-06	02	-	-	-	-
10.	Sr. Assistant	04	Level-04	03	01	-	-	-
11.	Office Attendant	04	Level-01	01	02	01	-	-
12.	Lab Attendant	04	Level-01	02	01	-	-	01
<b>Total</b>		<b>22</b>		<b>14</b>	<b>05</b>	<b>02</b>	<b>-</b>	<b>01</b>

Details regarding Qualification, Experience, Pay, Application form etc. are available on the Institute Website [www.nitsri.ac.in](http://www.nitsri.ac.in). The link for online submission of application forms will be available on <http://nitsrint.samarth.edu.in/> & the last date for submission of online application shall be **24-09-2023**

Sd/-  
(Registrar)

No. NITS/ADM/23/35  
Dated: 28-08-2023



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[Advertisement No.: NITS/Non-Teaching-Recruitment/23/03(NT), Date: 28-08-2023]

**Recruitment of Non-Teaching Staff**

National Institute of Technology Srinagar invites online applications from eligible Indian Nationals for the recruitment on the following Non-Teaching Posts in the Institute.

S.No.	Name of the Post	No. of Posts	7 <sup>th</sup> CPC Pay Level	Category				
				UR	OBC	SC	ST	EWS
1.	Sr. Technical Officer (CSC)	01	Level-12	01	-	-	-	-
2.	Sr. Students Activity & Sports (SAS) Officer	01	Level-12	01	-	-	-	-
3.	Superintendent	01	Level-06	01	-	-	-	-
4.	Personal Assistant	01	Level-06	01	-	-	-	-
5.	Technical Assistant (Civil Engg. Deptt.)	01	Level-06	01	-	-	-	-
6.	Technical Assistant (Metallurgical and Materials Engg. Deptt.)	01	Level-06	-	-	01	-	-
7.	Technical Assistant (Mechanical Engg. Deptt.)	01	Level-06	-	01	-	-	-
8.	Jr. Engineer (Civil)	01	Level-06	01	-	-	-	-
9.	Library & Information Assistant	02	Level-06	02	-	-	-	-
10.	Sr. Assistant	04	Level-04	03	01	-	-	-
11.	Office Attendant	04	Level-01	01	02	01	-	-
12.	Lab Attendant	04	Level-01	02	01	-	-	01
<b>Total</b>		<b>22</b>		<b>14</b>	<b>05</b>	<b>02</b>	<b>-</b>	<b>01</b>

UR=Unreserved

SC=Schedule Caste

OBC=Other Backward Classes

ST = Scheduled Tribe

EWS= Economically Weaker Section



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**DETAILS OF PAY, QUALIFICATIONS AND OTHER REQUIREMENTS**

S. No.	Post with Pay Scale	Educational qualification & Experience
1.	<b>Sr. Technical Officer(CSC)</b> PB 3 (Rs.15600-39100) with GP of Rs 7600/- (Level-12 of 7 <sup>th</sup> CPC Pay Matrix)	<p><b><u>Essential:</u></b></p> <p><b>Educational Qualification</b>            B.E./ B. Tech. / M.Sc. in Computer Science Engineering/Information Technology or MCA Degree with first class or equivalent grade (6.5 in 10 point scale ) and consistently excellent academic record.</p> <p><b>Experience:</b>            Five years experience in the field of Science/ Technology/ ICT/ Research as Technical Officer or an equivalent post in PB-3 with Grade Pay of Rs.5400/- or above.</p> <p><b><u>Desirable:</u></b>            Candidates with Ph.D in the relevant field shall be preferred.</p> <p><b>Age:</b> Not exceeding 50 years</p>
2.	<b>Sr. Students Activity &amp; Sports (SAS) Officer</b> PB 3 (Rs.15600-39100) with GP of Rs 7600/- (Level-12 of 7 <sup>th</sup> CPC Pay Matrix)	<p><b><u>Essential:</u></b></p> <p><b>Educational qualification</b></p> <p>(i) Master's Degree in Physical Education or Master's Degree in Sports Science or equivalent degree with at least 60% marks or its equivalent Grade in the CGPA / UGC point scale with good academic record from a recognized University /Institute.;</p> <p>(ii) Record of having represented the University / College at the Inter University / Inter- Collegiate competitions or state and / or national championships;</p> <p>(iii) Qualifying in 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>(iv) Record of organizing such events as student's convener or in later part of life.</p> <p><b>Experience:</b></p> <p>(i) Holding analogous post or</p> <p>(ii) At least 5 years of experience as SAS Officer or an equivalent post in PB-3, with GP of Rs.5400/- or above on an equivalent post in the University / Institute of National importance / Central / State Govt. or similar organization having strong involvement and proven track record in organizing sports and drama / music / films / painting / photography / journalism / event management or other student activities.</p>



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		<p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>Experience in guiding group of students in creative activities.</li> <li>Candidate with higher degree (PhD or equivalent) in a relevant Discipline shall be preferred.</li> <li>Record of strong involvement and proven track record of participation in sports and drama / music / films / painting / Photography / journalism event management or other student / event management activities during college / University studies.</li> </ol> <p><b>Age:</b> Not exceeding 50 years</p>
3.	<p><b>Superintendent</b> PB 2 (Rs.9300-34800) with GP of Rs 4200/- (Level-06 of 7<sup>th</sup> CPC Pay Matrix)</p>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>First Class Bachelor's Degree or its equivalent from a recognized University or Institute in any discipline Or Master's Degree in any discipline from a recognized University or Institute with at least 50% marks or equivalent grade.</li> <li>Knowledge of Computer applications viz., Word processing, Spread Sheet.</li> </ol> <p><b>Age:</b> Not exceeding 30 years Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.</p>
4.	<p><b>Personal Assistant</b> PB 2 (Rs.9300-34800) with GP of Rs 4200/- (Level-06 of 7<sup>th</sup> CPC Pay Matrix)</p>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>Bachelor's Degree in any discipline or its equivalent from a recognized University/Institute. Minimum speed of 100 w.p.m. in Stenography.</li> </ol> <p><b>Age:</b> Not exceeding 30 years Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.</p>
5.	<p><b>Technical Assistant (Civil Engineering Department)</b> PB 2 (Rs.9,300 – 34,800) with GP of Rs.4200/- (Level-6 of 7<sup>th</sup> CPC Pay Matrix)</p>	<p><b>Essential:</b></p> <p><b>Educational qualification</b> First Class or equivalent Grade in B.E. / B.Tech. in Civil Engineering from a recognized University /Institute. Or First Class Diploma in Civil Engineering with excellent academic record</p> <p><b>Age:</b> Not exceeding 30 years. Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.</p>



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6.	<b>Technical Assistant (Metallurgical and Materials Engineering Department)</b> PB 2 (Rs.9,300 – 34,800) with GP of Rs.4200/- (Level-6 of 7 <sup>th</sup> CPC Pay Matrix)	<b>Essential:</b> <b>Educational qualification</b> First Class or equivalent Grade in B.E. / B.Tech. in Metallurgical and Materials Engineering from a recognized University /Institute. Or First Class Diploma in Metallurgical and Materials Engineering with excellent academic record <b>Age:</b> Not exceeding 30 years. Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.
7.	<b>Technical Assistant (Mechanical Engineering Department)</b> PB 2 (Rs.9,300 – 34,800) with GP of Rs.4200/- (Level-6 of 7 <sup>th</sup> CPC Pay Matrix)	<b>Essential:</b> <b>Educational qualification</b> First Class or equivalent Grade in B.E. / B.Tech. in Mechanical Engineering from a recognized University /Institute. Or First Class Diploma in Mechanical Engineering with excellent academic record <b>Age:</b> Not exceeding 30 years. Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government.
8.	<b>Jr. Engineer (Civil)</b> PB 2 (Rs.9,300 – 34,800) with GP of Rs.4200/- (Level-6 of 7 <sup>th</sup> CPC Pay Matrix)	<b>Essential:</b> First Class B.E. / B. Tech. in Civil Engineering from a recognized University or Institute. OR First Class Diploma in Civil Engineering with excellent academic record <b>Age:</b> Not exceeding 30 years
9.	<b>Library &amp; Information Assistant</b> PB 2 (Rs.9,300 – 34,800) with GP of Rs.4200/- (Level-6 of 7 <sup>th</sup> CPC Pay Matrix)	<b>Essential:</b> First Class Bachelors Degree in Science / Arts / Commerce from recognized University / Institute and Bachelor's Degree in Library and Information Science. <b>Desirable:</b> Post Graduate Diploma in Library Automation and Networking, PGDCA or equivalent from a recognized Institution. <b>Age:</b> Not exceeding 30 years
10.	<b>Sr. Assistant</b> PB 1 (Rs.5,200 – 20,200) with GP of Rs.2400/- (Level-4 of 7 <sup>th</sup> CPC Pay Matrix)	<b>Essential:</b> Senior secondary (10+2) from a recognized board with a minimum Typing speed of 35 w.p.m. and proficiency in Computer Word Processing and Spread Sheet. <b>Desirable:</b> Proficiency in other computer skills, stenography skills, Bachelor's degree.



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		<b>Age:</b> Not exceeding 33 years Note: Relaxable for Departmental Candidates upto five years in accordance with the instructions or orders issued by the Central Government
11.	<b>Office Attendant</b> PB 1 (Rs.5,200 – 20,200) with GP of Rs.1800/- (Level-1 of 7 <sup>th</sup> CPC Pay Matrix)	<b>Essential:</b> Senior secondary (10+2) from a recognized board. <b>Age:</b> Not exceeding 27 years
12.	<b>Lab Attendant</b> PB 1 (Rs.5,200 – 20,200) with GP of Rs.1800/- (Level-1 of 7 <sup>th</sup> CPC Pay Matrix)	<b>Essential:</b> Senior secondary (10+2) in Science from a recognized board. <b>Age:</b> Not exceeding 27 years

### **Terms & Conditions**

1. The Institute reserves the right to fill or not to fill the posts advertised for any reasons whatsoever.
2. The Institute reserves the right to modify/ defer or cancel the advertisement / recruitment at any stage of processing without assigning any reason.
3. If advertisement for any post is withdrawn by the Institute, the application fee collected from the candidates shall be refunded.
4. The eligibility of candidates will be determined as on the last date fixed for receipt of Online Application Forms. However, for determining the age limit the start date of submission of the online application form shall be the cut-off date.
5. Age relaxation to reserved category candidates shall be given as per the Government of India norms for the posts which are reserved for those categories, only.
6. For candidates those who are in service (Govt. / Semi Govt. / PSUs / Universities / Educational Institutions), their application must be forwarded through proper channel and should furnish a No Objection Certificate (in the prescribed format) from the Competent Authority of the serving organization. However, they can submit the advance copy of the application form online.
7. The Institute shall strictly follow the norms of the Government of India in respect of reservation/relaxation/concessions to various categories in recruitment pertaining to age, qualifying marks, experience/fees, etc. as amended from time to time.
8. Any change of address given in the application form should at once be communicated to the Institute.
9. Besides, all the other conditions as prescribed in the advertisement, Non-Teaching Recruitment Rules along with amendments from time to time issued by the Ministry of Education and not mentioned in the advertisement shall be deemed to have been included on the conditions associated with this advertisement.
10. All fresh appointees shall be placed in National Pension System (NPS).
11. Mere possession of eligibility conditions shall not entitle an applicant to be called for skill test, written test (or interview, wherever applicable).
12. It shall be the responsibility of the applicant to assess his/her own eligibility for the post for which he/she is applying in accordance with the prescribed qualifications, experience,





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etc. and submit his/her application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the applicants shall lead to his/her disqualification.

13. Acceptance of documents submitted by an applicant shall be subject to verification by the Competent Authority at any point of time even after joining the employment. If any document is found to be false/fake/incorrect either before or after the appointment, the document shall be summarily rejected and action may be initiated against the candidate which shall lead to cancellation of his/her appointment, as the case may be.
14. As per the directives of the Government of India, the selection for the post of Group B (Non Gazetted) and lower, shall be made on the basis of the skill test/ written test, only. For these posts no interview shall be conducted.
15. The syllabus, schedule and procedure for skill / written test shall be notified separately by the Institute and shall be made available on the Institute website only. No individual correspondence in this regard shall be made with the applicants. Applicants are required to visit the Institute website regularly for recruitment related updates.
16. The applicant shall bring all original certificates relating to his/her age, qualifications, experience etc. at the time of skill test/written test or as and when desired by the Institute. In case the applicant fails to submit the original documents for verification of the certified photocopies of the enclosures to his/her application when demanded by the Institute, his/her candidature shall be treated as cancelled without any further communication in this regard.
17. The Institute reserves the right to set higher norms than bare minimum and the areas of specialization. The number/ratio of the shortlisted candidates to the post shall be defined taking into account the specific requirements of the post. The decision of the Institute related to all matters pertaining to the recruitment shall be final and binding on the applicants.
18. The correspondence with regard to recruitment against the advertised posts shall be made available on the Institute website only.
19. The eligible applicants will be required to appear for the skill/selection/screening test. No TA/DA will be paid for attending the skill/selection/screening test. However, for outstation SC / ST / PwBD candidates, second-class single railway to and fro fare on shortest route will be reimbursed after attending the test. This is not admissible to SC / ST / PwBD candidates who are already employed in the Central / State Government services / Autonomous bodies, etc.
20. The reservation for the SC/ST/OBC/PwBD/EWS candidates has been arrived as per the reservation rosters and the Govt. of India rules.
21. The Caste/Tribe/Community certificates in the proforma prescribed and issued by any of the authorities stated in the OM No. 36012/6/88-Estt. (SCT), dated 24.4.1990 and OM No. 36012/22/93-Estt. (Res.), dated 15.11.1993, Gol, No. 36028/1/2014-Estt (Res), dated 3rd September, 2015 will only be accepted as sufficient proof in support of a candidate's claim belonging to Schedule Caste/ Schedule Tribe/ Other Backward Class.
22. Relevant Caste/Tribe/Community certificates are required to be submitted with duly completed application form. No other certificate will be accepted as a sufficient proof.
23. The caste of the candidate must be in the state-wise central list of SCs given at
  - a. <http://socialjustice.nic.in/UserView/PrintUserView?mid=76750>or
  - b. <http://socialjustice.nic.in/UserView/index?mid=76750>
24. The caste of the candidate must be in the state-wise central list of STs given at
  - c. <https://tribal.nic.in/ST/LatestListofScheduledtribes.pdf>



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25. OBC certificate submitted in support of the claim of reservation under this category (Non-Creamy Layer) must be valid at least till **31<sup>st</sup> December, 2023**. The certificate should clearly mention that the candidate belongs to non-creamy layer and the caste of the candidate must be in the state-wise central list of OBCs given at d. [http://www.ncbc.nic.in/User\\_Panel/CentralListStateView.aspx](http://www.ncbc.nic.in/User_Panel/CentralListStateView.aspx).
26. Economically Weaker Sections (EWS) certificate submitted in support of the claim of reservation under this category must be valid at least till **31<sup>st</sup> December, 2023**. Only those candidates shall be considered for reservation under EWS category, if gross family annual income is below Rs. 8.00 lakh (Rupees eight lakh only) for the financial year prior to the year of application. The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years, his/her spouse and children below the age of 18 years. Also persons whose family owns or possesses any of the assets as mentioned in GoI, No. 36039/1/2019-Estt (Res), dated 31st January, 2019 shall also be excluded from being identified as EWS, irrespective of the family income. The Economically Weaker Sections (EWSs) certificates in the proforma prescribed and issued by any of the authorities stated in the OM No. 36039/1/2019-Estt. (Res) dated 31.01.2019 will only be accepted as sufficient proof in support of a candidate's claim for belonging to EWSs. EWSs certificates are required to be submitted with duly completed application form. No other certificate will be accepted as a sufficient proof.
27. The appointment under SC/ST/EWS/OBC quota is provisional and is subject to the community certificate being verified through the proper channels. If the verification reveals that the claim of the candidate to belong to SC/ST/EWS/OBC or "not belonging to creamy layer" is false, his/her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificate.
28. Canvassing in any form and/or bringing any influence of any form will be treated as disqualification for the post applied.
29. Applicants in their own interest are advised to remain in touch with the Institute website [www.nitsri.ac.in](http://www.nitsri.ac.in). Issuance of notifications in the newspapers or sending the postal/electronic communications is not obligatory on part of the Institute.
30. All recruitments shall be made by the Institute as per the provisions of the NIT Act, Statutes made/amended and instructions issued by the Central Government from time to time. The decision/s of the Appointing Authority shall be final.
31. The person appointed against any post shall be governed by the Act/Statutes/Ordinances/Rules of the Institute and also the CCS (conduct) Rules, 1964, CCS (CCA) Rule, 1965 or any other rules of the Government of India, as amended from time to time and any other rule/resolution prescribed by the Ministry of Education and adopted by the Board of Governors from time to time.
32. The appointment of a candidate shall be subject to verification of character and antecedents by the Competent Authority. Until the verification of character and antecedent's reports are received, the appointment shall be treated as provisional. In case the report/s with regard to his/her conduct, character, antecedents, etc., is found to be unsatisfactory, the appointment shall be cancelled/ terminated forthwith.
33. The Institute shall retain the applications of non-shortlisted applicants and non-selected candidates only for three months after the completion of recruitment process.

#### Period of Probation and Age of Superannuation:

34. Subject to the provisions of the Act and the Statutes, all appointments to posts under the Institute shall be made on probation for a period of one year. On completion of probation





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- period the appointee, if confirmed, shall continue to hold his/her office subject to the provisions of the Act and the Statutes, till the end of the month in which he/she attains the prescribed superannuation age. The appointing authority shall have the power to extend the period of probation of any employee of the Institute for such periods as it may deem fit.
35. The age of superannuation for various classes and categories of the employees of the Institute shall be as specified by the Ministry of Education, Gol from time to time.
36. Any legal proceedings in respect of any matter or claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted only in Hon'ble High Court (J&K) at Srinagar (J&K).

#### **HOW TO APPLY?**

37. Before applying for a post, applicants are advised to satisfy themselves about their eligibility. No enquiry in this regard will be entertained thereof.
38. The applications shall be received through online mode only on <http://nitsrint.samarth.edu.in/>. The link will be also available on the Institute website [www.nitsri.ac.in](http://www.nitsri.ac.in). The last date to submit the online applications is **24-09-2023**.
39. Hard Copy of application form is not required to be sent to the Institute.
40. **Application Fee:** All applications must be accompanied by a non-refundable processing fee of ₹ 1000/- except for applicants belonging to SC/ST categories. [Fee exemption derived from Department of Personnel and Training OMs. No.36011/3/84-Estt.(SCT), 1st July, 1985, No. 39020/3/2003-Estt.(B), 03rd August, 2010, No. 36035/2/2017-Estt.(Res), 23rd August, 2019]
41. The fee should be paid online only through the payment gateway available on the recruitment portal.
42. Applications which are not accompanied by a non-refundable processing fee of ₹1000/- except for applicants belonging to SC/ST categories shall be summarily rejected. No correspondence shall be entertained in this regard.
43. The necessary supporting documents like as degree certificates / marks sheets / experience certificate / category certificate (if applicable) issued by the respective competent authorities must be uploaded on the recruitment portal before submitting the application form.
44. In-service applicants shall route their applications through proper channel. However, applicants are advised to submit an advance copy of the application form well before the last date through online mode on the recruitment portal. In case formal copy of application form is not received through proper channel before the conduct of the written test/Interview, the applicant shall be treated as fresh and previous service shall not be qualifying one.
45. Candidates shall indicate two references of eminent persons in the field/ profession who may be contacted by the Institute for their recommendations.

Sd/-  
REGISTRAR

No. NITS/ADM/23/35

Dated: 28-08-2023

Copy forwarded for information to the:

1. Secretary, Ministry of Education, Department of Higher Education, Govt. of India, Shastri Bhawan, New Delhi.
2. Secretary Higher Education Department, Govt. of J&K, Civil Secretariat, Srinagar.



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3. Registrars of all NITs.
4. Chairperson CSC for uploading on the Institute website.
5. Daily local & national newspapers.

**NO-OBJECTION CERTIFICATE TO BE FURNISHED BY THE CANDIDATE WHO  
IS ALREADY IN EMPLOYMENT ON REGULAR/TEMPORARY BASIS. (For  
internal candidate, No-Objection Certificate is not required)**

Certified that Mr./Ms. \_\_\_\_\_  
Son/Daughter/Wife of Shri \_\_\_\_\_  
is a permanent/temporary/ad-hoc employee of the  
\_\_\_\_\_ working on the post of  
\_\_\_\_\_ in the Pay Band \_\_\_\_\_ & Grade  
Pay \_\_\_\_\_, Level \_\_\_\_\_ (as per 7<sup>th</sup> CPC) from \_\_\_\_\_ to  
\_\_\_\_\_.

The Department / Institution/Organization has no objection if he/she is appointed in  
the National Institute of Technology Srinagar against the posts advertised by the NIT  
Srinagar vide Advertisement No. \_\_\_\_\_

Signature & seal of Forwarding  
Authority

Place: \_\_\_\_\_

Date: \_\_\_\_\_